

Senior Staff

Kids Cancer Care

The Kids Cancer Care Foundation of Alberta is passionately dedicated to helping young people affected by cancer and their families survive and thrive in body, mind, and spirit. With a vision of providing *a cure for every child and care for every family*, Kids Cancer Care strives to end childhood cancer, while easing the pain and suffering of the disease through three essential program areas: 1. Camp and Outreach; 2. Research and Hospital; and 3. Education Support and Scholarships.

At Kids Cancer Care, we consider it an honour and privilege to do the work we do. We get to help deserving children and families and we get to see our community at its finest — volunteering, donating, hosting fundraisers, and helping others. We love our work, and we love the children and families we serve. We take our jobs seriously, but we don't take ourselves too seriously. We pride ourselves on having a fun, vibrant and sometimes quirky team that works, laughs, cries, eats, plays and celebrates together.

We value diversity and the different perspectives and innovative thinking it brings. We like to surround ourselves with creative, kind, and passionate people and we encourage all qualified persons of any ability, gender, race, culture, ethnicity, or origin, including members of the 2SLGBTQ+ community and those with visible, invisible, and episodic disabilities, to apply. We believe in the power of diversity and are dedicated to creating an equitable, diverse, and inclusive environment at all levels of the organization.

For more information on Kids Cancer Care and our work, please visit us at kidscancercare.ab.ca.

Career Opportunity

Kids Cancer Care is looking for senior staff to work at our residential summer camp. This is a seasonal position reporting to the program manager and program coordinators.

Position Overview

During the summer months, senior staff work within our specialised oncology camping program in addition to programs designed for the other specialised medical populations. Senior staff are supported by the camp program coordinators, camp program manager, and director of operations and will act in various leadership roles throughout the summer and shoulder seasons.

In the summer months, senior staff will predominantly act in a supportive role to our camp counsellors and programmers. In the shoulder seasons, senior staff will take the lead in planning and implementing outdoor school, leadership, and retreat programming.

Key Areas of Responsibility

Specific

- Prepare and implement staff and volunteer training sessions in the areas of program development, teaching methods, creativity, behaviour management, and risk management.
- Prepare documents such as schedules, camper lists and other documents that support camp and its staff.
- Proactively support program staff and volunteers in dealing with program challenges (time constraints, scheduling conflicts, rainy-day plans, all-inclusive plans, variable camper motivation, safety concerns, etc.).

General

- Positively contribute to Camp Kindle by working well with all members of the camp community.
- Complete initial training and engage in ongoing training provided by the camp program manager and the camp program coordinators.
- Actively work to develop personal and professional skills.
- Accept and integrate constructive feedback.
- Practice Camp Kindle's three pillars of respect 1) respect for self, 2) respect for others, and 3) respect for the environment.
- Act in the best interest of participants
- Attend and contribute to weekly staff meetings.
- Participate in site set-up, cleaning, and organization before and after camp groups.
- Assist with other camp programs as needed, ensuring campers, guests, staff, and volunteers are safe in the programs and in the workplace.
- Ensure all standards and policies are in place and being followed (Standard Operating Procedures, ACA Guidelines, CAPOC Guidelines, OHS Legislation, etc.).
- Observe counsellors and volunteers with campers to find opportunities to provide recognition and constructive feedback.
- Document camper incidents, update camper notes in the camp database, make phone calls to parents or guardians, and complete other administrative duties as required.
- Complete other senior staff responsibilities, such as filling in for sick staff, sleeping in dorms, and driving campers or volunteers to the hospital and/or clinic.

Education and Certifications

- First Aid and CPR-C Certification including AED.
- Prior summer camp experience is an asset.
- Wilderness first aid is an asset.
- NLS is an asset.
- Post-secondary education in a relevant field is an asset.

Other Requirements

- Up to date criminal record check including vulnerable sector search.
- Valid driver's license.

Start Dates

- Spring – April 22nd. 2024
- Summer – June 22nd. 2024, with fall extension possible.

Applications

To apply please follow this [LINK](#). If you have any further questions please [EMAIL](#) Hannah Haupt, Program Manager.

Note: We are grateful to everyone who applies, but only candidates selected for an interview will be notified.