

YMCA Wanakita Application Package

Spring and Summer 2010

History - YMCA Wanakita is a branch of the YMCA of Hamilton/Burlington. In Summer 2010, Wanakita will celebrate its 57th anniversary on Koshlong Lake in the Haliburton Highlands. Wanakita's history extends back to the 1920's, when the Hamilton YMCA operated Camp Tekahoinwake on the Grand River. Tekahoinwake moved to Lake Erie and became Erie Heights, where it remained until 1953, when the YMCA moved the camping operation to Koshlong Lake and renamed it Wanakita. Wanakita was a boys camp until 1969, and then became a co-ed camp for 8-16 year olds. In 1976 Wanakita became a four-season facility and continued to grow to meet the needs of the community. In 2009, Wanakita served over 3750 summer day, residential, and family campers. An additional 8000 participants of all ages took part in a variety of recreational and educational programs during winter, spring, and fall at the Wanakita Outdoor Centre.

Our Charitable Mission - The YMCA of Hamilton/ Burlington is a charitable organization helping people achieve personal growth in spirit, mind and body through participation and service to the community.

Our Vision - Creating healthy communities in which individuals and families have opportunities to reach their potential.

Our Core Values - Caring, Honesty, Respect and Responsibility

YMCA Wanakita Vision - As a branch of the YMCA of Hamilton/Burlington, YMCA Wanakita is recognized as a premier summer children's camp, summer family camp, and a fall, winter and spring Outdoor Education, Recreation and Retreat Centre. Wanakita is recognized for excellence in providing opportunities and experiences that contribute significantly to the lives of people of all ages and backgrounds.

Goals - YMCA Wanakita provides experiences for a wide range of individuals and groups working towards building strong kids, strong families and strong communities. A welcoming, supportive and challenging environment is provided:

1. To develop self reliance and responsibility to realizing leadership potential, expanding ones personal resources and placing a high value on having a positive attitude.
2. To be socially co-operative by relating positively to others, understanding interdependence and friendships, group building and co-operative living.
3. Towards health, fitness and lifelong learning through understanding emotional, mental and physical well being and the importance of active lifestyles and learning new skills that carries forward through life.
4. To be motivated by principle developing values that guide life such as trust, honor, love, justice, peace, fun, honesty, equality, courage, spiritual understanding and appreciation of the diversity of people.
5. To appreciate and understand the workings of the natural world and our place in it.

Staff - At YMCA Wanakita we are looking for staff who can be positive role models. Staff must be able to represent our vision, mission and goals and provide participants with opportunities to develop. We need staff to be self motivated and interested in their own growth and development. Wanakita staff must be able to work well on a team, and adapt to the needs of the Outdoor Centre and Summer Camp. Work at Wanakita is at once both challenging and enjoyable. The days are long, and the environment intense, but the experience is very rewarding. Wanakita staff become key figures in the lives of the children, youth, and adults with whom they come in contact, and make friends themselves that last a lifetime. Wanakita takes pride in its staff team. These individuals make the program delivery possible, and have built Wanakita's excellent reputation across Canada and around the World. The Summer Camp and Outdoor Centre staff are entrusted with a great deal of responsibility, so Wanakita takes great care to make sure we select skilled individuals with positive attitudes and strong work ethics for employment.

Contract Availability - YMCA Wanakita has three contract periods for the Spring and Summer seasons in 2010.

Spring Outdoor Centre: April 30 th – June 24 th , 2010	22 positions available
Summer Kids Residential & Day Camp: June 25 th – Aug 28 th , 2010	165 positions available
Summer Family Camp: June 25 th – September 4 th , 2010	15 positions available

Qualified applicants may also be eligible for fall and winter contract work in the Wanakita Outdoor Centre. There is also the opportunity for some Kids Camp staff to work week 9 of Family Camp, extending their contract to September 4th, 2010.

Basic Qualifications

- * All Counseling, Resource, and Supervisory applicants must possess **LSS Bronze Cross**, a **Standard First Aid Certificate** and a **CPR LEVEL C Certificate**. (*CPR-B and Emergency First Aid are not sufficient*).
- * Additionally, Senior counselors and SC counselors must have **NLS and Wilderness First Aid (WFA)** by the summer.
- * Certain resource positions require additional qualifications (See specific job descriptions below).
- * ALL applicants must have been born on or before December 31st, 1993.
- * Kitchen and maintenance staff are only required to have First aid and CPR qualifications.
- * If you are 21 years or older and hold a valid drivers license, a driver's abstract (from the MTO) is required for you to use any YMCA Wanakita vehicle.
- * Certifications must remain valid through the entire contract period (See above dates for positions).

(Important note: By YMCA standards, CPR, NLS and Bronze Cross certificates are valid for two years from issue date and two additional years upon each recertification. First Aid certificates remains valid for three years.)

Staff Policies

Attached to the end of this package is a copy of the 2010 Spring and Summer staff policies and procedures. Please familiarize yourself with these policies before completing the application. It is our expectation that applicants will be able to commit to these policies and abide by them while employed by the YMCA.

Application Process

Individuals who wish to apply for Spring or Summer employment at YMCA Wanakita must fill out the Application Form completely, and send it in with copies (no originals please) of qualifications or with proof of enrolment in certification courses to Wanakita by **Friday, November 27th, 2010**. Applications can be sent by fax, mail or through the website. Applicants are encouraged to use the on-line form at our web site: www.ymca-wanakita.on.ca. After November 27th, applications will be date and time stamped then processed in the order submitted after the deadline.

*****Late applications will be accepted but will not be eligible the first round of interviews.**

Interview and Selection Process

YMCA Wanakita will hire to fill a variety of positions for the Spring and Summer seasons in 2010. Applications will be accepted immediately. During December and January, weekend and evening interviews will be held at the Hamilton YMCA. If a candidate is unable to attend an interview because of distance, a telephone interview may be arranged. Between Feb and March, applicants will be notified in writing of their future employment status with YMCA Wanakita. In the event that suitable candidates are not found to fill positions, the hiring process will continue on an individual basis until all positions are filled.

Pay

Spring/Summer Salary Chart

NEW - Contract values are determined by position and length of contract.

Position	Jobs Available	Duration	Weekly Wage	Total Contract Value
Assistant Counsellors	70	9 Weeks	\$50.00	\$450.00
J/I Counsellors	26	9 Weeks	\$175.00	\$1575.00
Senior Counsellors	16	9 Weeks	\$250.00	\$2250.00
Summer Support Staff	3	9 Weeks	\$250.00	\$2250.00
Spring Program Specialists	18	8 Weeks	\$250.00	\$2000.00
Resource Specialists	26	9 Weeks	\$250.00	\$2250.00
1 st YR SCs	6	9 Weeks	\$270.00	\$2430.00
2 nd Yr SCs	4	9 Weeks	\$350.00	\$3150.00
Section Directors	10	9 Weeks	\$350.00	\$3150.00
FC Program Specialists	13	10 Weeks	\$350.00	\$3500.00
Resource Facilitators	2	11 Weeks	\$400.00	\$4400.00
Res Camp Program Administrator	1	11 Weeks	\$400.00	\$4400.00
SC Program Facilitator	1	10 Weeks	\$400.00	\$4000.00
Family Camp Program Facilitators	2	11 Weeks	\$400.00	\$4400.00
Spring Program Facilitators	4	8 Weeks	\$400.00	\$3200.00
Kitchen, Health and Site Support Staff	Contact YMCA Wanakita for details.			

Position Opportunities

PLEASE NOTE - *Summer Family Camp staff will be hired specifically for Family Camp. Kids Camp staff that are AC's may spend their kitchen assignment and/or program rotation at Family Camp. Outdoor Center Position dates do not for the most part conflict with Summer Positions.*

The following are descriptions of positions available between April to September at YMCA Wanakita:

Outdoor Centre Staff

Spring Outdoor Program Instructors

May and June are extremely busy months at Wanakita. We provide residential and day programs for schools, colleges, universities, families, and other groups. Applicants hired for spring will work a mix of site maintenance, kitchen, and program delivery. Spring program instructors must be competent to instruct in all areas of the outdoor centre, including but not limited to canoeing, kayaking, crafts, adventure programming, out tripping, and environmental programming. Working on the spring staff team is a valuable experience for those interested in pursuing teaching, outdoor, environmental, or physical education as career opportunities.

- Number of Positions: 18
- Born on or before May 1st, 1991
- Minimum Qualifications of First Aid, NLS, and CPR level C must be met. Instructor levels in camp program areas such as ORCA levels in canoeing, would be considered assets, as would an F class or class 4 drivers license along with a driver's abstract.

Spring Outdoor Program Facilitators

These staff will facilitate the majority of groups that come through the Wanakita Outdoor Centre. They are the direct contact with teacher and group leaders and facilitate program with the outdoor program instructors. In addition to other related responsibilities, Facilitators will have a supervisory role with program instructors.

- Number of Positions: 4
- Past outdoor centre or related experience required
- Born on or before December 31st, 1989
- Minimum qualifications of First Aid, NLS, and CPR level C must be met. Instructors levels in a number of program streams is an asset, as well as previous outdoor instructor and program facilitation experience, and F class or class 4 driver's license along with a driver's abstract.

Summer Residential Kids & Day Camp Camp Staff

Counselling Staff

Assistant Counsellors

This entry level position at YMCA Wanakita is for those born on or before December 31st, 1993 and also for those who are new to the field of summer camping. Assistant Counsellors will work in the residential camp, day camp, family camp, special projects and food service (kitchen) departments providing a well rounded appreciation for all areas at camp. Residential Assistant Counsellors will have the opportunity to live with a counseling partner and 7 to 10 campers in a cabin for a minimum of two weeks. During this time they are responsible for the health and well being of their campers 24 hours a day. These positions assist experienced counsellors to plan, implement and facilitate daily and weekly programs for their assigned cabin group. They will instruct campers during Personal Choice Activities (PCAs) with the direction of resource specialists. Day camp Assistant Counsellors will be assigned to groups of 6-10 campers during the day and will carry out administrative duties during the evening and/or skill development workshops. AC's working at Family Camp will be required to lifeguard and instruct in wide variety of activities under the supervision of Family Camp Program Specialists. AC's working in the kitchen will help prepare and serve food, carry out dish duties and maintain the general cleanliness of the dining hall and kitchen area under the direction of full time kitchen staff. AC's working in Special Projects will help each morning with various maintenance duties and throughout the rest of the day will be required to help with various projects around camp including special events. If interested, assistant counsellors may apply to work 1-1 with special needs campers. AC's working in non-residential areas of camp will live in dormitory-style facilities.

- Number of positions: 35 Females, 35 Males
- Born on or before December 31st, 1993
- Minimum Qualifications of Standard First Aid, Bronze Cross, CPR level "C" must be met; NLS and WFA are assets & are strongly suggested.

Junior / Intermediate Counsellors

These positions will be responsible for the 24-hour supervision of a cabin group and will work with their assigned counselling partner to design and implement daily and weekly cabin programs. Counsellors will instruct with the

assistance of a resource staff during Personal Choice Activities. Counsellors will live with a counselling partner and 8-10 campers in a cabin, and are responsible for the health and well being of their campers 24 hours a day. Counsellors will work with campers between 7 and 16 years of Age for one or two week session. If interested, counsellors may apply to work 1-1 with special needs campers. Residential Kids Camp Counsellors may be required to spend one week in another area of camp, such as family camp, kitchen, special projects or day camp. Number of Positions: 12 Males, 12 Females for Residential Camp

- Born on or before December 31st, 1992
- Must have past experience in Summer Camps or related experience.
- Number of positions: 13 Females, 13 Males
- Minimum Qualifications of First Aid, Bronze Cross, CPR level "C" must be met; NLS and WFA are assets & are strongly suggested.

Senior Counsellor

This position will be responsible for the 24-hour supervision of a cabin group. For each two week session they will be paired with a co-counsellor, responsible for planning and executing programming for campers between the ages of 13 and 16. Each session they will work in one of the three following programs; Senior Traditional, Senior Tripper and Senior Specialty. Senior Traditional cabins will participate in a 5 day/4 night out of camp canoeing trip. Senior Tripper cabins will participate in a 10 day/9 night canoeing trip. While on site, Senior Traditional counsellors will help instruct during Personal Choice Activities with the assistance of the resource staff. Senior Specialty Counsellor will participate in a 2 night canoe trip on Koshlong Lake. The focus of the Specialty Program is helping campers develop skills through on site programming. Senior Counsellors may apply to work 1-1 with special needs campers if they are interested.

- Number of positions available: 8 Females, 8 Males
- Born on or before December 31st, 1992
- Minimum qualifications of NLS, Wilderness First Aid (WFA), and CPR level C must be met
- Additional ORCA and tripping related Qualifications are considered assets. Successful applicants may be eligible to receive support in obtaining qualifications that are more expensive or are considered assets and are outside of the general swimming and First Aid qualifications for their respective positions.

Leadership Staff – First Year Leadership Program (1st yr SCs)

First Year Leadership Counsellors are responsible for delivering two one-month skill-intensive programs to a group of 15-year-old student counsellors. Counsellors must be highly proficient in all aspects of the camp program. Canoeing, kayaking, out tripping, high ropes, archery, sailing, boardsailing, and swimming form the backbone of the program and counsellors must be capable of instructing in all of these areas. Counsellors will be solely responsible for a cabin group of 8-10 campers, and will reside with those campers for the duration of their camp stay.

- Number of positions available: 3 Female, 3 Male
- Born on or before December 31st, 1991
- Minimum qualifications: NLS, WFA, RC\LSS Instructor, Standard First Aid, CPR level C and ORCA Flatwater Instructor. Further instructor certifications in sailing, climbing, canoeing and kayaking are considered assets. Successful applicants may be eligible to receive support in obtaining qualifications that are more expensive or are considered assets and are outside of the general swimming and First Aid qualifications for their respective positions.

Leadership Staff - Second Year Leadership Program (2nd yr SCs)

Second Year Leadership Counsellors are responsible for delivering two one-month leadership programs designed to teach participants in their 16th year of age the skills necessary to teach and work effectively with children and peers in a residential or day camping environment. The Leadership Counsellors need to be familiar with program design, instructional techniques, and camp systems and will need to work with a significant amount of independence.

- Number of positions available: 2 Female, 2 Male
- Born on or before December 31st, 1991
- Minimum Qualifications of NLS, Standard First Aid and CPR level C must be met. Instructor qualifications in swimming, canoeing, high ropes or first aid would be helpful, as would an F class or class 4 driver's license along with a driver's abstract.

Resource Area Specialists

Resource Area Specialists act as support personnel at camp. They have primary responsibilities in program instruction and are responsible for the maintenance, cleanliness, upkeep, and scheduling of their program area at camp. They have additional responsibilities in the planning and delivery of special events, programs, campfires, mealtime supervision of campers, overnight canoe trips, support activities, as well as providing leadership within their area. Each resource staff members will be assigned to a cabin groups to provide extra support and guidance. Area Specialists live in dormitory-style accommodations during the summer camp season at Wanakita.

Successful applicants may be eligible to receive support in obtaining qualifications that are more expensive or are considered assets and are outside of the general swimming and First Aid qualifications for their respective positions.

Day Camp Specialist

The Day Camp Specialist will assist in all aspects of Wanakita's Day Camp programming. Under the guidance of the Day Camp Section Director they will help train and provide support for new staff members each week. They will be responsible for the upkeep of the Day Camp Central as well as ensuring Day Camp Counsellors keep all other programs areas tidy. The Day Camp Specialist is expected to greet parents each day during drop off and pick up times and to help addressing any concerns they might have.

- Positions available: 1 for Residential Camp
- Minimum Qualifications of Bronze Cross, Standard First Aid, and CPR level C must be met

Archery & Sports Specialist

The sports specialist manages the archery, court, field and other land sport programs at camp. Duties include: creative programming, maintenance of equipment, cabin scheduling and thorough knowledge of each sport listed. They will be responsible for managing staff members in multiple areas during program periods.

- Positions available: 1 for Residential Camp
- Minimum Qualifications of Bronze Cross, Standard First Aid, and CPR level C must be met. NCCP Practical and theory courses are considered an asset

Mountain Biking Specialist

The Mountain Biking specialist manages the biking programs at camp. Duties include: effective and progressive programming, maintenance of equipment, cabin scheduling and thorough knowledge of mountain biking.

- Positions available: 1 for Residential Camp
- Minimum Qualifications of Wilderness First Aid, CPR level "C" and Ontario Mountain Biking Instructor (OMBI) must be met.

Craft Specialists

Craft specialists manage inventory and program delivery. Programs include pottery, candles, tie-dye, silk-screen, and batik, in addition to traditional camp crafts. Craft Specialists are also required to developing new and creative programming in order to engage returning campers. They are also responsible to assist with props, posters, costumes etc... for special events at camp.

- Positions available: 1 for Residential Camp
- Minimum Qualifications of Bronze Cross, Standard First Aid, and CPR level C must be met.
- Artistic ability and instructional experience

WEP Specialists

The Wilderness and Environmental Pursuits specialists at Wanakita are responsible for teaching the WEP skills programs on topics such as local flora and fauna, outdoor cooking and orienteering. They will direct and assist staff during Personal Choice Activities, and afternoon and evening programming. There should be a strong focus on appreciating and learning about the natural and surrounding environments at camp.

- Positions available: 1 for Residential Camp
- Minimum qualifications of Bronze Cross, Standard First Aid and CPR level C must be met
- Experiences in environmental studies at Post Secondary Education level, naturalist pursuits or relevant skills are considered assets.

Performing Arts Specialist

The Performing Arts Specialist is responsible for the program delivery of the theatre and dance programs and for the upkeep of Corey's Place (Theatre, Sanctuary and Museum). Each week they will write and direct a performance for each of their program groups. The primary focus of theatre at Wanakita is personal and group development for the participants. They will work closely with the Music Specialist in both the upkeep of Corey's Place and in various creative collaborations. They will also be responsible to assist with costumes and props for various special events at Wanakita.

- Positions available: 1 for Residential Camp
- Minimum qualifications are Bronze Cross, Standard First Aid, CPR level C and related Theatre experience/instructional experience

Music Specialist

The Music specialist's primary responsibility is the delivery of both Wanakita's Guitar and Percussion programs. They will be expected to orchestrate kids in a musical performance each week. They will work closely with the Performing Arts Specialist and aid in the upkeep of Corey's Place. They will look after PA systems and sound equipment throughout camp for dances, open mics and various other events. They will have the opportunity to take on the recording and production of a staff CD. Working knowledge of sound equipment will be considered a strong asset.

- Positions available: 1 for Residential Camp
- Minimum qualifications are Bronze Cross, Standard First Aid, CPR level C and related Music experience/instructional experience

Paddle Making Specialist

The Paddle Making Specialist is responsible for the program delivery and supervision of the Paddle Making PCA. At the beginning of the week, Senior Campers in the PCA will be given a “blank” (shaped roughed out) paddle piece which will be rasped, sanded down, engraved and finished by the end of the week. During the non-PCA times, the roll of the Paddle Making Specialist will be to fill in as a Resource floater, helping out where needed while maintaining the cleanliness of their area. A strong motivational ethic and appreciation for fine craftsmanship is essential in this role.

- Positions available: 1 for Residential Camp
- Minimum qualifications are Bronze Cross, Standard First Aid, CPR level C, a well-rounded knowledge of the history and construction of a canoe paddle. Previous experience in woodworking would be considered an asset.

Advanced Wilderness Skills Specialist

The Advanced Wilderness Skills Specialist is responsible for the program delivery of the PCA structure along with teaching and allowing cabin groups to experience more advanced wilderness skills. Senior campers will be taught advanced navigation skills, on-trail and off-trail forest travel, thorough map reading comprehension, flora and fauna education, various techniques for fire starting along with other advanced skills taught at the discretion of the specialist.

Positions available: 1 for Residential Camp

- Minimum qualification are Bronze Cross, Standard First Aid and CPR Level C.
- Extensive experience and knowledge in back woods travel, navigation, route planning and environmental aspects are required. Qualifications and certificates from previous experiences (wilderness training, environmental training, diplomas etc.) would be considered assets.

Sailing Specialists

Sailing specialists co-ordinate program delivery in the sailing area and report to the Waterfront Area Section Director. They are responsible for the maintenance and upkeep of Wanakita’s CL14, Laser, Pico, and Byte fleet.

- Positions available: 2 for Residential Camp
- Minimum Qualifications of NLS, Standard First Aid, CPR level C, OSA Camp Sailing Instructor and an Ontario Boating license. Higher instructor levels and a Coast Guard Approved Boat Safety Course are considered assets.

Windsurfing Specialists

The Boardsailing specialists are responsible for the co-ordination of program delivery. They are responsible for the upkeep of Wanakita’s fleet of boards, sails, related equipment and are required to keep a tidy waterfront area.

- Positions available: 1 for Residential Camp
- Minimum Qualifications are NLS, Standard First Aid, CPR level C and an Ontario boating license. They will also need a strong practical and theoretical knowledge of boardsailing essential to instructing in a residential camp setting. Higher instructor levels (e.g. OSA Camp Sailing Instructor) and a Coast Guard Approved Boat Safety Course are considered assets.

Canoeing Specialists

The Canoeing specialist co-ordinates program instruction throughout the summer for the various age groups and skill sets at camp. The canoeing specialist is responsible for the upkeep of Wanakita’s fleet of 100 aluminum, fiberglass, and cedar-canvas canoes and related equipment, and for the scheduling of canoes for out tripping, instruction, and cabin group use.

- Positions available: 1 for Residential Camp
- Minimum Qualifications are NLS, Standard First Aid, CPR level C, and ORCA Flatwater Instructor. ORCA level I, II or III awards in any discipline, and a Coast Guard Approved Boat Safety Course are considered assets

Kayaking Specialists

The Kayaking specialist is responsible for the camp’s white water program at the Gull River and co-ordinates all other aspects of kayak instruction during the summer camp season. They will also assist with the canoeing area head to help cover PCAs and cabin activities when available. The kayaking specialists are responsible for the upkeep of Wanakita’s fleet of 50 kayaks and related equipment.

- Positions available: 1 for Residential Camp
- Minimum Qualifications are NLS, Standard First Aid, CPR level C, OWWA Level One Instructor and Swift Water Rescue. Higher OWWA Awards, ORCA level II or III awards in moving water, river rescue and a Coast Guard Approved Boat Safety Course are considered assets.

Aquatics Specialists

Aquatics specialists are responsible for the overall safety, supervision, and operation of Wanakita's swimming areas. They co-ordinate swim instruction, based on YMCA levels during the summer camp season along with instructing bronze medallion courses for Wanakita's leadership groups.

- Positions available: 2 for Residential Camp
- Minimum Qualifications are NLS, Standard First Aid, CPR level C. Swimming instructor, advanced instructors and/or Examiners will be considered a strong asset in this position.
- Minimum Qualifications are NLS, Standard First Aid, CPR level C, and YMCA, RC, and LSS Instructor award (for SC teaching). Advanced Instructors, First Aid Instructors, or Examiners are considered assets

Resource Floater

Resource Floaters are responsible to instruct in a wide variety of areas. Their daily program schedules will be determined by the demand and required coverage in each individual program area. In all other regards their duties will be identical to those of an area specialist. This job will be ideal for those who wish to provide a greater diversity of program instruction opposed to focusing on a specific program area for the summer.

- Positions available: 3 for Residential Camp
- Minimum Qualifications of Bronze Cross, Standard First Aid, and CPR level C must be met
- Strong General knowledge and teaching capability in most resource areas is necessary

Out Tripping Area

Out Tripping Specialists

The out tripping specialists organize, schedule and prepare for all aspects of the out tripping program at Wanakita. Out tripping specialists sign out, repair and maintain the camp's tents, packs, stoves, maps, and fleet of tripping canoes. They organize the site sign out, menu, route and trip planning needs of campers and staff leaving on day trips to out trips of one to ten nights in duration. They will also be required to provide support in other program area's when not required at OT. Out Tripping Area Specialists report to the Out Tripping Section Director

- Positions available: 3 for Residential Camp
- Minimum Qualifications of swimming, Standard First Aid, and CPR level C and thorough knowledge of out-tripping practices must be met.
- ORCA tripping levels, Coast Guard Approved Boat Safety Courses, and an F Class or Class 4 driver's license and drivers abstract would all be considered assets.

Air Adventure Area

Air Adventure Specialists

Adventure Specialists are responsible for the training and program delivery in the Ropes Areas. They are responsible for the ongoing maintenance of Wanakita's challenge course areas, and for the upkeep of all related equipment. Wanakita operates two high ropes courses, a climbing wall, a dangle-duo, two low ropes courses, and many stand-alone initiative elements. Adventure Specialists report to the Air Adventure Section Director.

- Positions available: 3 for Residential Camp
- Minimum Qualifications of swimming, Standard First Aid, and CPR level C must be met. A minimum CUI Level One Instructor's certification or equivalent is mandatory. Higher Instructor or Facilitator Levels, or ORCA climbing awards would be considered assets, as would an F Class driver's license and drivers abstract.

Summer Support Staff

Support Staff at Wanakita work to ensure that the camp infrastructure operates smoothly to ensure quality program delivery.

Driver

The Drivers primary responsible is to shuttle campers to Halliburton's health care facility and to keep them company while they wait for treatment. The driver will be responsible for driving to Person Airport in Toronto for pick ups and drop offs between camp sessions. The driver will also be responsible for regular supply runs into the town of Haliburton and surrounding areas. If driving duties are not required this person may be needed to assist in other areas of camp.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Standard first aid, CPR-C, and a valid F or Class 4 driver's license.

Tuck Shop

Responsible for managing and operating Wanakita's retail candy and souvenir shop. Tracking inventory, bookkeeping and sales are all part of the job.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1992
- Although there are no minimum qualifications, first aid and CPR training, retail experience, computer literacy, and accounting knowledge are all considered assets

Health Center Specialist

Each week as new Nurses and Doctors arrive at camp the Health Center Specialist will introduce and help familiarize them with Wanakita and Health Center protocol. This person will be responsible to assist the Health Care Staff where needed in duties such as rounding up campers for meds, communicating with various departments of Camp and a variety of others. Extensive medical training is not necessary for this position as they will not be expected to perform the duties of a nurse or doctor. On occasion the Health Center Specialist may be required to assist in other program areas of camp when needed.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1992
- Minimum Qualifications of Standard First Aid and CPR level C must be met. Any additional experience in patient care will be considered an asset.

Section Directors

Section Directors at Wanakita are responsible for the support, supervision, performance, and evaluation of certain sections at camp during the summer. Section Directors, along with Senior Supervisory staff, play a key role in the selection and training of summer staff.

Special Projects Section Director

The role of the Special Projects Section Director will focus primarily on the daily supervision of Assistant Counsellors in non-cabin placements. This involves liaising between the kitchen, maintenance, family camp and day camp departments to satisfy their daily staffing demands. Each week they will be responsible for a group of AC's providing guidance and support as they take on various projects around camp. The Special Projects Section Director will also be responsible for planning and ensuring the successful execution of theme days and other events.

In addition to this primary duty, other responsibilities will include: supporting and evaluating staff in non-cabin areas, supervision and coordination of theme days and possible community events. The AC Section Director will be directly supervised by the Summer Director and Program Coordinator.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR level C must be met, and a thorough understanding of YMCA program philosophy is essential. A valid driver's license is a strong asset, and an F class or class 4 driver's license along with a driver's abstract would be an asset. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (L.I.T or 1st/2nd Year SC Counselor) is an asset as well.

Day Camp Section Director

The Day Camp Section Director organizes the entire day camp operation at Wanakita for children between the ages of 5 and 14. Day Camp runs Monday through Friday, 8am-4pm for 8 weeks of the summer. They are responsible for a staff team of up to 16 counselors at one time. Other primary responsibilities include site cleanliness, parent interaction and scheduling logistics. The Day Camp Section Director supervises separate programming from residential camp but shares the same facilities.

- Positions available: 2 for Residential Camp
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR level C must be met. An F class or class 4 driver's license along with a driver's abstract and a thorough understanding of YMCA program philosophy are essential. ECE or day camping experiences would be assets. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position) is an asset as well.

Junior/Intermediate Section Directors

Junior/Intermediate Section Directors supervise cabins on the West (Residential Kids) Side of camp. The camper ages range from 7 to 13. The section directors are responsible for ensuring that the camp experiences of their campers are safe and as fun as possible. They design and facilitate section-wide programs, provide constant support to the counseling team, organize the administrative needs of their section, and respond to parent concerns and inquiries. As a team they are responsible for the largest section of camp.

- Positions available: 3 for Junior/Intermediate Residential Camp
- Born on or before December 31st, 1989

- Minimum Qualifications of swimming, first aid, and CPR level C must be met, and a thorough understanding of YMCA program philosophy is essential. A valid driver's license is a strong asset, and an F class or class 4 driver's license along with a driver's abstract would be an asset. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (L.I.T or 1st/2nd Year SC Counselor) is an asset as well.

Senior Specialty Section Director

The Senior Specialty Section Directors supervise cabins on the West (Residential Kids) Side of camp. The camper ages range from 12 to 15 and attend camp for two full weeks. This section director is responsible for ensuring that the camp experience of their campers is safe and as fun as possible. Working closely with the Senior Tripping Section Director they will design and facilitate section-wide programs, provide constant support to the counseling team, organize the administrative needs of their section, and respond to parent concerns and inquiries.

- Positions available: 3 for Junior/Intermediate Residential Camp
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR level C must be met, and a thorough understanding of YMCA program philosophy is essential. A valid driver's license is a strong asset, and an F class or class 4 driver's license along with a driver's abstract would be an asset. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (L.I.T or 1st/2nd Year SC Counselor) is an asset as well.

Senior Tripping Section Director

The senior tripping section director is responsible for 8 cabins of 13-16 year old campers. The senior traditional program consists of a one-week in camp stay, and a 5-day canoe trip. The trippers participate in a 10-day out trip. The senior section director designs and runs section-wide programs, provides constant support to the counseling team, organizes the administrative needs of his or her section, and responds to parent concerns and inquiries.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR level C must be met, and an F Class or class 4 driver's license is required along with a driver's abstract. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program, specifically canoe tripping, is considered a strong asset.

Inclusion Section Director

The Inclusion Specialists work to support and provide feedback to one to one counselors working with campers with special needs integrated into cabin environments. They work in co-operation with the Reach for the Rainbow program and the health services department. Responsibilities involve the inclusion of campers into the camp program, for providing additional care that campers may need, and for administration of the inclusion program.

Number of positions available: 2 for Residential Camp

Born on or before July 1st, 1989

Minimum qualifications of Swimming, First Aid, and CPR level C must be met, and additional experience working with special needs individuals is an asset. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position) is an asset as well and will affect the contract value.

Out Tripping Area Specialists Section Director

In addition to fulfilling the responsibilities of an out tripping specialist, the area head is responsible for the co-ordination, evaluation, and scheduling of Out Tripping staff to effectively deliver the OT program during the summer camp season.

Positions available: 1 for Residential Camp

Born on or before December 31st, 1989

Minimum Qualifications of swimming, first aid, and CPR level C must be met, and the applicant must have a thorough understanding of canoe tripping issues in Ontario. An F Class or class 4 driver's license and driver's abstract, ORCA Tripping levels, would be considered assets. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position) is an asset as well and will affect the contract value.

Air Adventure Area Specialists Section Director

In addition to fulfilling the responsibilities of an adventure specialist, the area head is responsible for the co-ordination, evaluation and scheduling of adventure specialists to safely and effectively deliver the adventure program during the summer camp season.

- Positions available: 1 for Residential Camp, 1 for Family Camp
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR must be met, and the applicant must have CUI Level II ropes course Instructor, or equivalent. Further ropes qualifications, ORCA climbing levels, experience in other adventure programs, or previous supervisory experience in a summer camp setting would be considered assets as would experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position), all of which will affect the contract value.

Residential Camp Senior Supervisors

Senior Supervisory Staff at Wanakita are responsible for the support, supervision, performance, and evaluation of certain areas at camp during the summer. They have additional responsibilities to that of a section director but are not considered responsible for section directors. The senior supervisory staff, along with section directors, play a key role in the selection and training of summer staff. Please note the positions considered RESIDENTIAL CAMP SENIOR SUPERVISORY STAFF include: Program Administrator, Resource Facilitator and Student Counsellor Program Facilitator

Resource Facilitators

Responsible for supervising Sailing, Boardsailing, Canoeing, Kayaking, Paddle Making and Swimming, Crafts, WEP, Advanced WEP, Archery and Sports Area, Tuck Shop, Music, and Performing Arts Resource Staff. Resource Facilitators will be required to organizing staffing for PCAs, pre-slot cabin activities and oversee camper attendance. They will work closely with YMCA Wanakita's Summer Camp Director and Residential Kids Camp Coordinator on a variety of program and staffing matters.

- Positions available: 2 for Residential Camp
- Position begins prior to staff training week, exact start date is negotiable.
- Born on or before December 31st, 1989
- Minimum Qualifications of swimming, first aid, and CPR level C and thorough understanding of YMCA program philosophy is essential. A valid driver's license is an asset, as is an F Class or class 4 driver's license along with a driver's abstract and NLS certification. Experience working in at least one of these areas in a summer camp setting or equivalent is considered a strong asset. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position) is an asset as well.

Program Administrator

The role of the Program Administrator primarily focuses on the logistical organization of camp program and administration. The Program Administrator will work directly with the Summer Director and the Program Coordinator. Responsibilities include: generating cabin groups, scheduling PCA groups and numbers, organizing materials for Section Directors, generating lists for camp-wide organization and being a direct contact with the Summer Registrar. Along with these duties the Program Administrator will be expected to perform secretarial duties such as tracking and filing certifications, CRCs, staff and camper files and answering general information, on the phone or in person. This position requires thorough knowledge of camp program, administration, procedures and structure.

- Positions available: 1 for Residential Camp
- Born on or Before December 31st, 1989
- Minimum Qualifications: 2 years or more in a Senior Role (2nd Year SC counsellor/ Section Director) at Wanakita or equivalent experience, thorough knowledge of camping practices and structures, above average Public Relation skills, a wide range of secretarial skills including Microsoft Excel, Microsoft Word and Microsoft Access along with First aid and CPR level "c" are all mandatory. Knowledge of the YMCA Mistral registration system would be an asset.

Student Counsellor Program Facilitator

The SC Section Director is responsible for all aspects of the student counselor leadership program during the summer. The SC section director designs and implements SC and runs section-wide programs, provides constant support to the counseling team, organizes the administrative needs of his or her section, and responds to parent concerns and inquiries.

- Positions available: 1 for Residential Camp
- Born on or before December 31st, 1989 Minimum Qualifications of swimming (NLS is strongly suggested), first aid, and CPR level C must be met, an F Class or class 4 driver's license is required along with a driver's abstract, and thorough understanding of YMCA program philosophy is essential. Previous supervisory experience in a summer camp setting, and experience with a camp leadership program (training student counselors to work as a counselor – e.g. 2nd Year SC Counselor Position) is an asset as well and will affect the contract value.

Family Camp Staff

Program Specialists (10 week contract: June 25th-September 4th)

Program Specialists are qualified instructors and also act as support personnel at camp. They have primary responsibilities in program planning, delivery and instruction and are responsible for the maintenance, cleanliness, upkeep, and scheduling of their program area at camp. Programs are geared towards participants of all ages and experience. They have additional responsibilities for evening programs, campfires, mealtime supervision, tuck shop, support tasks, and special events and activities as well as providing leadership within their area. Program Specialists live in dormitory-style accommodations during the 10 week summer camp season at Wanakita. Program Specialists report to the Family Camp Program Facilitator.

Successful applicants may be eligible to receive support in obtaining qualifications that are more expensive or are considered assets and are outside of the general swimming and First Aid qualifications for their respective positions

Kid's Corner Specialist

The Kid's Corner specialist is responsible for organizing and delivering a weekly program for children 5 and under. They will also help facilitate in other program areas at times when kids corner is not running. This individual will need to enjoy working with younger children and have good knowledge of and background in working with children 3 - 5 years old.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid, and CPR level C
- An ECE Diploma is considered an asset, as is previous camp & Outdoor Centre experience

Archery & Sports Specialist

The sports specialist manages the archery, court, field and other land sport programs at camp. Duties include: creative programming, maintenance of equipment, program scheduling, special event and tournament facilitation and thorough knowledge of each sport listed.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid, and CPR level C
- NCCP Practical and theory courses are considered an asset

Arts & Crafts Specialist

The Craft specialist manages inventory, program delivery and instruction in and outside of the craft shop. Programs are to be nature based with a focus on our local environment and sustainability. Programs must appeal to both children and adults of all ages. The Craft Specialist will have the opportunity to offer new and innovative programs as well traditional camp crafts.

- Positions available : 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid, and CPR level C
- Artistic ability and instructional experience

WEP Specialist

The Wilderness and Environmental Pursuits specialist at Family Camp is responsible for teaching WEP skills and programs on topics such as local flora and fauna, wetlands, outdoor cooking, fire building, outdoor living, sustainability and orienteering. There should be a strong focus on appreciating and learning about the natural and surrounding environments at camp as well as its relevancy outside of camp life.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid and CPR level C
- Experiences in environmental studies at Post Secondary Education level, naturalist pursuits or relevant skills are considered assets.

Performing Arts Specialist

The performing arts specialist is responsible for delivering theatre programs gauged towards participants of all ages and experience. Responsibilities will also include planning, preparing and facilitating a weekly Talent Show and upkeep of the performing arts centre and prop/ costume closet (Hamlin Lodge). Programs may include but are not limited to improv games, play writing and performance and collaboration with the Music and Dance Specialists and programs.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid and CPR level C
- Theatre experience/ instructional experience is an asset

Music Specialist

The Music specialist is responsible for the program facilitation and delivery of the Guitar and Rhythm programs as well as other basic music workshops offered. They will work closely with the Performing Arts Specialist and aid in the planning and facilitation of a weekly Talent show and upkeep of the performing arts centre (Hamlin Lodge).

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid and CPR level C
- Music experience/ instructional experience

Yoga and Dance Specialist

The Yoga and Dance Specialist is responsible for the program facilitation and delivery of the Yoga and Dance programs catering to varying ages and skill levels.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Bronze Cross, Standard First Aid and CPR level C
- Dance/ yoga instructional experience is considered an asset

Aquatics Specialist

The Aquatics Specialist is responsible for the overall safety, supervision, operation and maintenance of the Family Camp swimming area. Additional responsibilities include facilitation of aquatics based programs (Aqua Fit, Water Polo, Water Games etc.) and supervising/ providing instruction and guidance to Lifeguards pertaining to Wanakita's waterfront protocol and procedures.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum Qualifications are NLS, Standard First Aid, CPR level C
- YMCA, RC, and LSS Instructor award, Advanced Instructors, First Aid Instructors, or Examiners are considered assets

Air Adventure Specialist

Adventure Specialists are responsible for the training and program delivery in the Ropes and Initiative Areas. They are responsible for the ongoing maintenance of Wanakita's challenge course areas, and for the upkeep of all related equipment. Wanakita Family Camp operates a Flying Squirrel Element, High Ropes and Low Ropes Adventure courses as well as many stand-alone initiative elements and activities.

- Positions available: 2 for Family Camp
- Born on or before December 31st, 1991
- Minimum Qualifications are Bronze Cross, Standard First Aid, and CPR level C. A minimum CUI Level One certification or equivalent is mandatory. Higher Instructor or Facilitator Levels, or ORCA climbing awards would be considered assets.

Wind Sports Specialist

The Wind Sports specialist is responsible for program delivery and instruction in the sailing and windsurfing areas. They are responsible for the maintenance and upkeep of Wanakita Family Camp's sailing (CL14, Hobie, Byte) and windsurfing fleet.

- Positions available: 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum Qualifications are NLS, Standard First Aid, CPR level C, Pleasure Craft Operator Card
- OSA Camp Sailing Instructor and Higher Instructor Levels are considered assets.

Canoeing & Kayaking Specialist

The Paddle Sports Specialist is responsible for program delivery and instruction in both the canoeing and kayaking areas at Family Camp. They are responsible for the upkeep of our fleet of fiberglass and ABS canoes, kayaks, row boats and related equipment.

- Positions available: 2 for Family Camp
- Born on or before December 31st, 1991
- Minimum Qualifications are NLS, Standard First Aid, CPR level C, Pleasure Craft Operator Card
- ORCA Flat Water Instructor, ORCA level I, II or III awards in any discipline, OWWA Level One Instructor and Swift Water Rescue or Higher OWWA Awards and are considered assets

Supervisory Staff

Family Camp Program Facilitator *(11 week contract: June 21st – September 4th)*

The Family Camp Program Facilitators are responsible for the co-ordination, training and supervision of the Program Specialists and Assistant Counselors, as well as overseeing all programs offered at Summer Family Camp. These individuals will need to have a good knowledge & background of general camp programming and will work alongside the Family Camp Coordinator. They will need to be comfortable with public relations and potential trouble shooting with both participants and staff. Duties may also include but are not limited to assisting Program Specialists where needed, program scheduling, facilitating campfires, delivering announcements and participating in general camp support and upkeep wherever needed. They will be responsible for providing ongoing feedback and an end of summer evaluation to the Program Specialists as well as weekly feedback to the supporting AC's. The Program Facilitators will need to be open to the ambiguity of the tasks and duties that may be required of them on a day to day basis.

- Positions available: 2 for Family Camp
- Born on or before December 31st, 1989
- Minimum qualifications are Bronze Cross, Standard First Aid, CPR level C & Pleasure Craft Operator Card
- Previous camp & Outdoor Centre supervisory experience is an asset as is NLS

Kitchen, Health and Site Support Staff

Kitchen

Kitchen staff will assist in food preparation, and are responsible for the care, maintenance, and cleanliness of the food service equipment and environment.

- Positions available: 2 for Residential Camp, 2 for Family Camp
- Born on or before December 31st, 1992
- Although there are no minimum qualifications, applicants will find first aid and CPR courses, WHMIS training and food handling courses to be assets

House and Grounds Keeping

Responsibilities include twice daily cleaning of washroom and shower facilities, grounds upkeep, grass cutting, and garbage collection and disposal.

- Positions available: 2 for Residential Camp, 1 for Family Camp
- Born on or before December 31st, 1991
- Minimum qualifications are Standard first aid and CPR certification

Health Care Staff

Responsible for the delivery of Wanakita's health services under the co-ordination of the Health and Wellness Director.

- Positions available: 1, 2 and 4 week placements for doctors, nurses and students in the medical field.
- Minimum Qualifications are BCLS, Standard First Aid, and a license to practice medicine or nursing in the province of Ontario. As well, students in the nursing field would be welcome to apply to assist those doctors and nurses responsible for health care.

Applicants must read and understand conditions of employment below.

Please return your completed staff application form with supporting documentation to:

Spring/Summer Staff Applications
YMCA Wanakita
1883 Koshlong Lake Road
RR#2
Haliburton, ON K0M 1S0

You may print and fax your application to 705-457-1597 OR fill out an on-line application.

Applications from SC's and returning staff must be postmarked no later than **Friday November 27th, 2010** for first round consideration.

YMCA WANAKITA CONDITIONS OF EMPLOYMENT FOR PART-TIME SPRING & SUMMER STAFF 2010

1. All Wanakita staff members must be concerned with the health, safety and well being of every participant at Wanakita and at all times uphold the mission/ core values/ vision of the YMCA of Hamilton/ Burlington/ Brantford.
2. The philosophy of YMCA Wanakita promotes respect for, and compliance with the law. Staff members are advised that non-compliance with the Liquor Control Act, Liquor License Control Act, Food and Drug Act, Narcotic Control Act and Trespass to Property Act will result in termination. In particular, the possession or use of intoxicants is prohibited while on Wanakita property, or while responsible for program off Wanakita property. YMCA Wanakita staff who have not reached the age of majority in Ontario may not consume alcohol at any time during the dates covered by their contracts.
3. The use or possession of tobacco products is prohibited while on Wanakita property, or while responsible for program off Wanakita property. Breach of this condition may result in termination of employment and a loss of contract bonuses. Tobacco products may be used only during a designated day off, and only off Wanakita property. Smoking close to

Wanakita property (on the lake, the camp road, the public dock or in the woods) is strongly discouraged, keeping in mind our public image as a YMCA Camp, and participant role modeling.

4. Staff must be aware that at ALL TIMES their behavior represents YMCA Wanakita. Improper public behaviour that reflects poorly on Wanakita's community relations or public image will result in disciplinary action which may include termination of employment and a loss of contract bonuses.

5. Summer staff receive one day off per week, assigned depending on work schedules. There may also be the opportunity for time off during session changeovers. All staff must submit written requests for special time off to their Supervisor and must have permission to leave the property when not on scheduled time off. If extended time off is needed for any reason, it will be reflected in future time off or pay. Staff may not accumulate time off.

6. STAFF VISITORS - Permission must be given by your Supervisor in advance with regards to visitors. Visitors must check in and out of the main Longhouse office, and must display a visitor's pass while on site. Visitors may not use Wanakita's program facilities, or stay overnight on Wanakita property. Staff will be held accountable for the actions of their visitors while on Wanakita property. Visits on site are recommended to be short and must be hosted on staff time off.

7. Staff will be responsible for replacing any carelessly damaged or lost Wanakita property.

8. All staff must meet the minimum qualifications for their respective positions and their certifications must remain current during the dates covered by their contracts.

9. Staff are required to wear lifejackets at all times (on or off duty) when in any watercraft while on contract with YMCA Wanakita. Failure to do so will result in termination of employment and a loss of contract bonuses to date.

10. While on canoe trips Wanakita does not participate in white water activity or on jumping/diving from elevated areas into water. Counselors that do not adhere to this policy will be in breach of the conditions of employment, specifically point 1 above, and this will result in termination of employment and a loss of contract bonuses.

11. Should it become necessary to terminate a staff member's contract, notice of cause shall be given and salary will be adjusted to the date of termination. When the affected staff member is less than 18 years old, his or her parents or legal guardians will be notified immediately.

12. All policies and procedures not stated in these conditions are reviewed in pre-season training programs and staff manuals (vehicle policies, dress code, dining hall and emergency procedures, administration policies etc). These are all considered to be conditions of employment.

13. Each staff member agrees to co-operate fully, and support YMCA Wanakita, its objectives and programs and to comply with all rules deemed necessary by the YMCA of Hamilton/ Burlington/ Brantford and YMCA Wanakita, whether now in effect or hereafter adopted. This includes providing accurate information necessary to qualify the staff member for receipt of regular pay. (i.e.: social insurance number, birth certificate, certification of skills/education, criminal reference check, health card number, driver's license). Failure to do so may result in termination of employment and a loss of contract bonuses.

14. Staff are required to read the staff manual before their arrival at Wanakita for the beginning of their contract.

15. Staff are required to attend and participate in designated training events as part of the qualification process for all staff positions. There shall be no payment made to the employee in respect to the attendance of such mandatory training sessions.

16. Staff are required to submit a criminal reference check which will be acquired by the YMCA of Hamilton/ Burlington/ Brantford through Back Check at the staff members expense.

17. Wanakita is not responsible for the loss or damage of any staff member's belongings, whether in transit or on site.

AS A MEMBER OF THE WANAKITA STAFF YOU ARE BOUND BY THE RULES AND POLICES OUTLINED IN THESE CONDITIONS OF EMPLOYMENT, THE STAFF MANUAL AND TRAINING SESSIONS. YOUR CONTRACT CAN BE TERMINATED IMMEDIATELY BY THE SUMMER CAMP DIRECTOR OR COORDINATOR DUE TO UNSATISFACTORY PERFORMANCE, DECREASED PARTICIPANT ENROLLMENT, BREACH OF CONTRACT POLICIES PROVIDED IN THIS PACKAGE OR IN ANY OTHER TRAINING/STAFF MEETING, OR ANY OTHER JUST CAUSE.