



Volunteer Position
Hamilton/Burlington SPCA
November 18, 2014

Title: Counselor, March Break
Accountability: Reports to Camp Supervisor, March Break
Category: Volunteer Position
Deadline: **Friday, January 16, 2015**

The March Break Camp is a 5 day camp for 30-35 campers age 6-11. The camp program is designed to help kids develop compassion and respect for all living things. Counselors will lead and supervise groups of 8-10 children and 1-2 volunteer youth Leaders in Training.

The 2015 March Break Camp runs from Monday March 16 to Friday 20 inclusive. This is a volunteer position over approximately 7 days, including 2 days pre-camp for training and preparation and 5 days during camp. Counselor hours will be 8:00am-5:00pm during the camp week.

The successful candidates are passionate about youth, animals and the relationship between people and animals in a civic society. This position will appeal to people who love learning, and

- Work in a fast paced and structured environment;
- Thrive in a team environment inclusive of youth, volunteers, and experts;
- Are flexible, open minded and organized;
- Have good communication skills; and
- Care about animal welfare and would like to contribute to a mission driven organization that protects animals from people, teaches people to respect animals, and promotes animal health and well-being.

Key Responsibilities

- Supervise a group of 8-10 campers
- Assist director and other staff organize and deliver activities for all campers
- Follow scheduled list of daily activities, keeping a group of campers focused, having fun, on track and on time
- Oversee volunteer Leaders In Training as well as providing a verbal and written evaluation at week end
- Maintain positive relations and communication with parents/guardians and campers
- Ensure compliance with health and safety requirements.

Required Key Skills, Experience and Behaviors:

- Is a student or was a student in a secondary, post-secondary, vocational or technical program;
- Over 16 years of age at the start of volunteer placement;
- Experience working with the public

- Knowledge of humane education
- Experience working with groups of children and youth
- Good problem-solving
- Excellent organizational skills, time management and communication skills

Please note:

The Counselors will be required to attend the following camp staff training:

- Activity Coordinator and Camp Counselors: Saturday March 7, 9:00 am – 4:00 pm
- Youth Counselors in Training: Saturday March 14, 12:00 pm – 4:00 pm

To Apply

Applications will be accepted up to **Friday, January 16 at 4:00 pm**. Interviews will be held in late January. Only the candidates selected for an interview will be contacted. Please send resumes and cover letters to:

Michelle Macnab, Receptionist/Administrative Assistant
Hamilton/Burlington SPCA
Fax: 905-574-9087
mmacnab@hbspca.com

The Hamilton/Burlington SPCA is a charitable non-profit organization.

- Our Cruelty and Investigation team protects animals from people.
- Our Humane Education programs teach people responsible pet ownership.
- Our Animal Care staff and volunteers match our animals with forever homes in the community.