



Hespeler Village

Neighbourhood Association

640 Ellis Rd, Cambridge, ON N3C 4N1

519.240.3567

www.hvna.ca

kathrynd@hvna.ca

POSITION:	Summer Fun Camp Leader in Training (LIT) Volunteer
RESPONSIBLE TO:	Community Engagement Coordinator and Program Coordinator
FUNCTION:	Assist with the coordination and delivery of recreation programs
HOURS:	Volunteer
TERM:	Summer

Summer Fun 2024 Camp Program Details:

- Camp will be hosted at the Hespeler Arena Beehive Community Hall at 640 Ellis Road, Cambridge
- Camp will run from 9am – 3pm (Volunteer shift is 8:45-3:15)
- Camp will be 6 weeks long:
 - Week 1: Tuesday, July 2 - Friday, July 5, 2024
 - Week 2: Monday, July 8 - Friday, July 12, 2024
 - Week 3: Monday, July 15 - Friday, July 19, 2024
 - Week 4: Monday, July 22 - Friday, July 26, 2024
 - Week 5: Monday, July 29 - Friday, August 2, 2024
 - Week 6: Tuesday, August 6 - Friday, August 9, 2024

Primary Role:

- Developing, delivering, and participating in camp programming activities with campers ranging in ages 4-12 years
- Working cooperatively with other HVNA Staff and LITs to ensure campers are safe, while maintaining adequate health and hygiene measures
- Building relationships with all campers by showing compassion, empathy and understanding

LIT Duties and Responsibilities:

- Participating in orientation and training workshops held prior to camp sessions
- Attending all appropriate program meetings
- Assisting campers with activities such as crafts, songs, and games
- Taking roll call at the beginning and end of every activity
- Ensuring the safety of the participants



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- Modeling good behaviour for campers and peers as it relates to sportsmanship, manners, respectfulness, and following program rules
 - Sharing suggestions and ideas for improving programs
 - Adhering to program rules and following guidance of HVNA staff
 - Following all policies and procedures as outlined in volunteer handbook
 - Maintaining a high level of customer service

LIT Skills and Qualifications:

- Ability to work well with children and interact with parents in a professional and polite manner
- Ability to communicate effectively with campers, parents, other HVNA staff and LITs
- Ability to motivate others towards learning new skills
- Ability to demonstrate responsible, ethical and professional conduct
- Ability to provide support and instruction to others
- Ability to identify teachable moments and capitalize on them
- Experience or education in working with children is an asset

LIT Education and Training Requirements:

- LIT In-Person Orientation Training prior to camp sessions
- Staff and LIT In-Person Team Building Training prior to camp sessions
- LEAD Course Certificate
- HIGH FIVE Principles of Healthy Child Development Training (an asset)
- First Aid and CPR certificate (an asset)
- Babysitting course (an asset)