

## UBC Camps – Class 4 Driver/Adventure Camp Instructor



UBC Camps is looking for individuals to fill the position(s) of Class 4 Driver/Adventure Camp Instructor Summer 2017. Class 4 Drivers/Adventure Camp Instructors will be responsible for safely transporting campers to and from designated activities, pre/post-trip inspections and vehicle cleaning, supervising groups of youth (ages ranging from 8-18), facilitating games and activities, and assisting with pre and post camp supervision duties. Class 4 Drivers/Adventure Camp Instructors will report to the *Coordinator – UBC Camps* and/or the *UBC Camps Senior Instructor*.

### **SPECIFIC DUTIES & RESPONSIBILITIES:**

- Safely transporting campers to and from designated activities
- Implementing pre-planned activities and positively engaging kids during 'in-between time'
- Supervising camp participants (ages ranging from 8-18)
- Assisting with pre and post camp supervision duties
- Maintaining vehicle cleanliness and accurate driving logs
- Ensuring safety of all camp participants
- Signing in and out camp participants at the end of the camp
- Following all UBC Camps policies and procedures

### **REQUIRED QUALIFICATIONS:**

- Class 4 Driver's License (bus license)
- Experience working with children and youth in group settings
- Strong customer service skills
- Outgoing and enthusiastic personality
- Strong organizational skills
- Ability to prioritize safety, while creating fun and memorable experiences for participants
- Ability to positively manage behavioral challenges
- Flexibility and willingness to make mid-program adjustments to accommodate the needs and abilities of the group
- Previous experience taking groups of children and youth on city outings
- Current criminal record check, with a vulnerable sector check obtained before training June 7 2017
- Valid Emergency or Standard First Aid Certification obtained before training June 7 2017

### **PREFERRED QUALIFICATIONS:**

- Experience planning and designing children's programming
- Relevant Certification(s)

**Duration of Position:** June 19 – September 1, 2017.

**MANDATORY training dates: June 7, 8, and 13 2017 (All Day).** Please note: hours of work will be scheduled on a weekly basis, depending upon camper registration and staffing needs.

**Wage:** \$14.00 – \$18.00/hour; varies based upon knowledge and previous experience

### **How to Apply:**

Submit a cover letter, resume, and three references with contact information to Emily Thomas, UBC Camps Coordinator – Sport and International Camps, Athletics and Recreation by email at [ubc.camps@ubc.ca](mailto:ubc.camps@ubc.ca) or in person at 6160 Thunderbird Blvd (Tennis Bubble), Vancouver, BC, V6T 1Z3 by **April 25 2017 at 12:00pm**. Only those selected for an interview will be contacted.

Late or incomplete applications will not be reviewed.

UBC hires on the basis of merit and is strongly committed to equity and diversity within its community. We especially welcome applications from visible minority group members, women, Aboriginal persons, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities. All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority.