



Literacy:
Learning for Life.

L'alphabétisation,
Une leçon pour la vie.

POSITION AVAILABLE

Title of Position: Summer Literacy Camp Counsellor

Term: 6-week summer contract, including training and travel to host community.

Location: Inuit communities in Nunavik, Nunavut and Nunatsiavut and Cree Nations of Eeyou Istchee

Start date: Mid-June to early July 2022 (depending on host region)

Salary: 20\$ per hour

***Application Deadline: February 25th 2022**

Note: Only shortlisted applicants will be contacted for an interview. Interviews will begin in mid-January 2022

Frontier College is a national, non-profit literacy organization. We believe literacy is a right, and we work inclusively with volunteers and community partners to help children, youth and adults build the skills and confidence they need to accomplish their goals. Our network of staff and volunteers provides excellent and effective programming to improve literacy in communities across Canada, from coast to coast to coast. We value mutual respect and collaboration in all our relationships.

We are seeking mature, committed and self-motivated individuals to fill the positions of Camp Counsellor in our Summer Literacy Camp program. These literacy camps aim to promote a love of reading and learning, and increased self-confidence, among Indigenous children aged 5-12 living in Nunavik, Nunavut and Nunatsiavut and Eeyou Istchee.

Camp Counsellors are expected to work in independent teams to deliver indoor and outdoor literacy-based activities in a safe and culturally sensitive environment. Camp Counsellors will be working with large groups of very young children, up to a counsellor-to-child ratio of 1:10. Camp Counsellors will be expected to follow all public health measures in the region.

Camp teams are made up of both counsellors from the community and external counsellors. External camp counsellors must be comfortable with sharing accommodations (which may be co-ed) and have minimal access to telephone and internet.

Overall Accountability

Each team will be comprised of an Admin Counsellor and 2-4 other Camp Counsellors. Together, they will work as a team under the remote supervision of the Frontier College Camp Coordinator and the Regional Director of Quebec, Nunavut and Atlantic Canada.

Frontier College will provide candidates with a fully-paid training prior to the start of camp.

Major Duties and Responsibilities

- Daily planning & organizing of camp activities
- Ensuring the safety and well-being of all camp participants during camp hours
- Establishing and maintaining good relationships with community members, and encouraging their participation in the camp
- Ensuring adherence to all program directives and guidelines
- Maintaining accurate camp records as required
- Perform other duties as assigned by Frontier College

- Additional responsibilities of the **Admin Counsellor**:
 - Act as the primary point of contact with the supervising staff
 - Manage and maintain camp budget and accounts, including all financial records
 - Ensure that all camp documentation is maintained and submitted on a weekly basis as required
 - Assist with the recruitment and onboarding of some counsellors locally, if applicable

Required Skills and Attributes

- Minimum of 18 years old
- Adaptable, self-motivated, responsible and energetic
- Experience or interest in the fields of formal/informal education, teaching or community literacy programming
- Demonstrated experience working with groups of children
- Excellent listening skills and ability to work well in a team
- Strong situational problem-solving and conflict-resolution skills
- Able to exercise patience and tact when working with different personalities and working styles, especially in challenging situations
- Good organizational and time-management skills
- Sensitivity to and awareness of cultural differences and the broader societal realities of Indigenous communities
- Possess a current Criminal Records Check with Vulnerable Sector Screen completed by the local police department (Note: All successful candidates who do not have their Criminal Records Check with Vulnerable Sector Screen at the time of interview must obtain it prior to the start of employment. Frontier College will reimburse the cost if a receipt and the original copy is submitted.)
- Possess a valid Standard/Emergency First Aid qualification (Note: All successful candidates who do not have their First Aid qualifications at the time of interview must obtain certification, **at their own cost**, prior to the start of employment)

Additional Assets

- Prior experience working with Inuit, First Nation or Métis individuals or communities
- Experience in facilitating activities for large groups of young children
- Bilingualism (English and French/Inuktitut/Cree)

Compensation:

- Pay will be issued bi-weekly via Direct Deposit
- Frontier College will cover and handle all roundtrip travel arrangements from Montreal to the training location then to the host community; or if you live in Nunavik, Nunavut and Nunatsiavut or Eeyou Istchee, we will cover return travel from this community to the training location
- All expenses relative to the training will be covered by Frontier College
- Shared, assigned housing is provided to counsellors who do not reside in the host community

Application Process:

To apply, visit <https://www.frontiercollege.ca/Get-Involved/Job-Opportunities>

Please direct your resume and application form to:

Brenna McIntyre
Email: bmcintyre@frontiercollege.ca
Fax: 1-866-300-1431
Closing date: February 25, 2022

Frontier College is an equal opportunity employer and is committed to diversity in the workplace. **First Nation, Métis or Inuit** candidates are especially encouraged to self-identify and apply for this position.