



Camp Coordinator

Do you have a strong work ethic and are passionate about education and community programs? Be part of a team where you can work for a non-profit organization and make an impact on students to learn more! You can make a difference in the world by giving students the opportunity to access free and affordable educational services!

About York Region Educational Services:

York Region Educational Services (YRES) is a not-for-profit organization that provides individuals in York Region and beyond with free and affordable educational resources in a safe and supportive environment that inspires, motivates, and helps set the foundation for personal growth.

About this opportunity:

As a Camp Coordinator and Teaching Assistant, you will oversee the seamless operation of weekend and summer camps while supporting educational programming across YRES. You will balance administrative responsibilities with on-site engagement, helping to plan, organize, and deliver high-quality programming that fosters learning, teamwork, and cultural awareness. Your work will ensure that campers experience a safe, inclusive, and fun environment rooted in personal development and community connection.

Key responsibilities are as follows:

- Plan, organize, and coordinate camp schedules, activities, and logistics using organizational tools such as Monday.com.
- Manage registration processes, camper information, and material tracking to ensure camps operate smoothly and efficiently.
- Work closely with the Camp Director to design programming that aligns with camp goals and supports youth development.
- Supervise campers during weekend and summer programs, ensuring safety, well-being, and positive behavioral management.
- Lead and support activities such as arts and crafts, STEM workshops, outdoor games, and cultural programming to promote skill-building and engagement.



- Facilitate staff training sessions and help prepare team members for their roles within the camp environment.
- Monitor camper participation, track inclusion efforts, and ensure that youth from underrepresented backgrounds have equitable access to opportunities.
- Uphold safety standards, and ensure facilities remain clean, organized, and well-managed.
- Deliver day camps (e.g., March Break Camp, Weekend Camp, and Summer Camp) and other virtual and in-person educational programs across the Greater Toronto Area.
- Work across various sectors of the company! While most responsibilities focus on camp coordination and teaching, you may also support business development or operational tasks as needed.

Requirements:

- Dedication and passion for all-round language, STEAM, and sports education; community services; program development and management; and collaborative work.
- Experience working with children and/or supervising youth in camps, schools, or similar environments.
- Strong communication, leadership, and interpersonal skills to support campers, families, and staff members.
- Ability to work 35 to 40-hour work weeks, including evenings and weekends based on assigned shifts.
- Mobility to commute to locations (e.g., schools and community centers) across the Greater Toronto Area, mainly York Region and Toronto, to deliver programs and attend events.
- A valid Standard First Aid with CPR-C certification and a satisfactory Vulnerable Sector Check are required from successful candidates (not reimbursed). These may be obtained after securing the role but must be completed before the first day of work.

Assets:

- Experience in teaching and/or working with children and adolescents.
- Knowledge of children's recreational programming and camp operations.
- Fluency in more than one language (reading, writing, speaking, listening).
- Access to a car and a valid G2/G Ontario driver's license.

This is a fully in-person position. Salary ranges from \$18-26/hour, dependent on experience, skills, education, and role.