Position & Camp Summary:
Simon Fraser University Camp Head Instructors are responsible for providing a safe, fun, and educational experience for campers aged 5-17. Head Instructors develop and implement age appropriate lessons and activities for their camp. They are a role model for younger campers and lead by example, by providing mentorship to fellow staff and volunteers. Tennis is a half day, one week camp for children aged 5-14 years and is split into three different age groups. There are two sessions AM (8:30AM – 11:30AM) and PM (12:30PM – 3:30PM). The Head Instructor of Tennis prepares and creates lessons and drills that place emphasis on developing basic and fundamental Tennis skills. These skills include: serving, rallying, and learning the rules of the game. Non Tennis skills include: practicing cooperation, sportsmanship, and teamwork skills. Tennis Camp is a rewarding experience that allows campers to learn a new sport in a fun and positive environment.

Duties and Responsibilities:
- Develop and implement creative lesson plans
- Keep all expenditures within an allocated budget
- Facilitate lunch time duties with include lunch room and recreation time
- Ensure the safety of campers by creating a safe environment by implementing a risk management protocol
- Oversee camper behavior, manage discipline issues, and report any problems to the administrative team
- Actively supervise and participate in all camp and recreational activities including any recreation games, sports, and swimming
- Be a role model for fellow staff, volunteers, and campers by demonstrating positive, enthusiastic, and respectful attitudes and behaviours
- Be adaptable to unavoidable changes and flexible with hours and other assignments
- Ensure and maintain the cleanliness of facilities used
- Effectively and appropriately communicate with parents or community members, provide parents with feedback and information as needed for their campers to have a successful camp experience
- Maintain a high level of respect and professionalism during interactions with staff and volunteers
- Evaluate instructors and volunteers
- Adhered to the policies and procedures set out by the administrative team
- Additional responsibilities as directed by the administrative team

Qualifications:
- Tennis Canada Instructor Certification or willing to obtain
  - SFU Camps is willing to compensate 50% of the price for this certification. Compensation will be awarded on the candidates final pay check.
- Experience working with children; demonstrated ability to interact with all relevant ages and understanding of the development needs of children and youth
- A desire to work in a positive environment with children; ability to relate to children and youth in a positive manner
- Demonstrated ability to observe camper behavior, assess, and enforce safety regulations and apply appropriate behavior management techniques
- Excellent organizational, interpersonal and communication skills both written and verbal
- Ability to demonstrate effective decision making skills
- Post-secondary experience in the selected subject area is desirable
- Current Standard First Aid and CPR-C or willing to obtain by the start of camps session
- A criminal record check will be required upon accepting a position within the Simon Fraser University Camps program

Interview Dates:
March 31st, April 1st, April 2nd, and April 4th: Must be able to attend one of three interview dates (5PM-7PM or 1PM-3PM)

Terms of Employment:
Head Instructor Training: June 15th – June 20th
Instructor Training: June 22nd – 26th
Camp in session: June 29th – Sept 4th
- Typical work hours during camp: Monday to Friday, 8AM – 4PM
- Please note, hours are not guaranteed and will be based upon registration numbers of the camp

Compensation:
$18-23 per hour based on qualifications and relevant experience
- Additional 4% paid in lieu of benefits

Application Deadline: March 1st at 11:59 PM
Please complete the application form and submit a cover letter and resume through the SFU Camps website at www.camps.sfu.ca