



SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Day Camp Counsellor Summer Student (4 Positions)

Department: Sports & Recreation

Supervisor: Brighter Futures Coordinator

Tenure: Start Date July 06, 2026 (7 weeks)

\$18.15 per hour

Deadline to Apply: Friday, June 5 at 4:00 p.m.

The Day Camp Counsellor Summer Student involves supporting the planning and coordination of a summer program for children aged 4 to 11, including assisting with daily activities, attendance tracking, and snack preparation. Responsibilities also include managing inventory of camp supplies, completing administrative forms such as timesheets and incident reports, and helping organize field trips and excursions. The position requires regular communication with parents when needed and performing additional duties as assigned by supervisors.

DUTIES & RESPONSIBILITIES:

Program Support:

- Assist in the development and delivery of summer programming for children aged 4–11.
- Assist with coordinating daily programs, recreational activities, games, craft, and group activities.
- Support supervision and engagement of children participating in the summer camp program
- Promote safe, respectful, and inclusive environment for all camp participants.
- Assist with organizing and coordinating field trips and excursions as required.
- Perform other related duties as assigned by the coordinator and/or Supervisor

Administrative Support:

- Assist with daily attendance and other camp documentation.
- Complete time sheets, incident reports and other required records.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Willing and capable of working with children between the ages of 4 and 11.
- Demonstrates kindness, courtesy, and maintains confidentiality in all program-related duties and interactions.
- Dependable, punctual, and cooperative, with a friendly demeanor and a positive attitude.
- Comfortable and prepared to work in outdoor environments.

WORKING CONDITIONS:

- Work has public contact and is subject to interruptions and deadlines; work involves flexible hours, may be subject to travel as needed; work involves heavy lifting and some exposure to inclement weather.

How to Apply:

- **INCLUDE YOUR TOP 3 STUDENT JOB PREFERENCES**

- Cover Letter / Current Resume

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Maintenance– Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
 - (Permanent EE only)
- Starting at 10 Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
 - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.