

Program Manager, Community Leaders Program – Tim Horton Camp Whiteshell



To Apply:

www.thcfjobs.com

Closing Date

16 Feb 2018

Type

Full-Time, Permanent

Summary

Reporting to the General Manager, the Program Manager, Community Leaders Program (CLP) is accountable for successfully implementing the CLP program and Customized and Collaborative Group curriculum.

Location

Tim Horton Camp Whiteshell (THCW) is located on the beautiful shores of Sylvia Lake within the boundary of the Whiteshell Provincial Park. Located about a 1 hour drive north-east of Winnipeg, THCW is surrounded by cliff-edged rivers, clear deep lakes, and soaring pines.

Does this sound like you?

- Post-secondary degree or diploma, or equivalent experience
- Familiarity with school curriculum and terminology; Teacher certification considered an asset
- Experience in curriculum and program delivery
- Experience as a Program Supervisor in a residential camp setting – considered a strong asset
- Experience working with a diverse population of youth ages 11-13, including supporting positive youth development, and supporting mental health considerations
- Demonstrated ability to create and sustain relationships with aligned community partners
- Strong facilitation skills to deliver high level programming
- Experience with risk assessments and crisis management
- Ability to spend extended periods of time at camp and requirement to work evenings and weekends when supporting the YLP
- Valid driver's license and acceptable drivers abstract

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What would you be doing?

- Implementing the Community Leadership Program (CLP) curriculum and ensure consistent delivery of Program as per Foundation CLP program Framework
- Develop and maintain strong relationships with Educational Partners
- Collaboratively design a customized CLP program schedule while maintaining the signature elements of the program that speaks directly to the relevant School Board curriculum
- Recruit Community Leaders Program, Collaborative and Customized groups that meet the regional allocation targets and ensure the camp capacity is optimized
- Ensure effective hosting of each group with a consistent contact, identifying and training a designate as appropriate
- Manage crisis situations as per the Foundation Risk Management Standards and Emergency Response Plans and escalate situations as appropriate
- Investigate concerns or incidents in the area of camper and staff wellness in a timely manner (this includes physical, mental, and emotional health and safety), including communicating with families as needed.
- Implement impact measurement tools to track impact of the CLP program
- Perform regular quality control evaluations for facilitators and coordinators
- Support the Talent Acquisition Team in identifying and acquiring high performing professionals who are aligned with the mission and values of the Foundation
- Coach, develop, evaluate and deliver feedback to staff on their performance
- Develop, manage, and adhere to respective department budget
- Liaise with the Youth Leadership Program (YLP) Manager on a regular basis and support YLP during summer rollout, as per the cross functional program support guidelines

Join our team to...

Be involved in fostering strengths within youth, and empowering them to pursue a life without limits

Be part of a passionate team of high achievers who like to have fun while doing important things

Receive a competitive total rewards package including: annual salary, paid time off, benefits & pension

Receive professional developmental opportunities