**THREE LIFEGUARDS (Island based)**

**Job Description:**

The successful applicant(s) (3) for these summer camp ministry positions will be responsible for lifeguarding activities on the oceanfront and first aid/emergency care, for campers and staff of all ages throughout the summer. Interaction with and supervision of campers and staff is required for water sports (wake boarding/water skiing etc.), swimming, hiking and boating. These activities occur at varied times of day, which will require life guarding staff to stay at the camp for the entire employment period, except for regular scheduled days off. In addition to waterfront duties, all guards, as summer staff, will be responsible for first aid duties, weekly inventory, safety and cabin checks, and some waterfront/camp maintenance duties as assigned.

**Compensation:** $750 per week, room and board included

**Qualifications:**

Lifeguarding experience with the following qualifications:

1. Bronze Medallion
2. Bronze Cross
3. National Lifesaving Service Award
4. Valid CPR certification (Level C)
5. Valid First Aid certification\*
6. Completed Criminal Record Check

Additional Qualifications of interest:

– OFA Level 1, 2, packaging endorsement, OFA level 3

In addition, it would be beneficial if the applicant were to have experience in a camp setting and/or experience working with children and youth.

**Start Date:** June 26, 2023

**End Date:**September 4, 2023

**All Summer Staff are required to sign Daybreak Point Bible Camp’s Statement of faith and must attend weekly Summer Staff meetings and Sunday morning chapels.**

\*We will be hiring 1-2 individuals with Occupational First Aid training. If there are no eligible applicants with such training, the Society may be willing to fund training for interested employees.

Please send your résumé and cover letter to admin@anvilisland.ca

Thank you for your interest!

**BOAT DRIVER/MAINTENANCE WORKER (Island based)**

**Job Description:**

The successful applicant for this summer camp ministry position will be responsible for driving the speedboat, working with the waterfront staff, and interacting with campers and staff of all ages throughout the summer.  Operation of the boat is required for water sports (wake boarding/water skiing etc.), and transportation. These activities occur at varied times of day, which will require the boat driver to stay at the camp for the entire employment period, except for regular scheduled days off. In addition to boat operation duties, the boat driver/summer staff employee is responsible for all equipment (skis, ropes, tubes etc.) repair and weekly inventory, safety checks, and maintenance.  The ski boat driver may also be trained to operate other camp equipment (passenger transport boats and utility vehicles).  This role will include general camp maintenance duties that will be assigned by the caretaker. The boat driver/maintenance worker is required to work 40 hours a week.

**Compensation:** $750 per week, room and board included

**Qualifications:**

1. Boating experience
2. Minimum 18 years of age by contract start date
3. Valid B.C. Driver’s License
4. Safe Boaters Certificate (Pleasure Craft Operator’s Card)
5. Basic First Aid certification\*
6. Completed Criminal Record Check

Additional Qualifications of interest:

– OFA Level 1, 2, packaging endorsement, OFA level 3

\*higher than basic first aid certification would be an asset.

In addition, it would be beneficial if the applicant were to have experience in a camp setting, working with children and youth and be familiar with water-sport activities and general maintenance.

**Start Date:** June 26, 2023

**End Date:**September 4, 2023

**All Summer Staff are required to sign Daybreak Point Bible Camp’s Statement of faith and must attend weekly Summer Staff meetings and Sunday morning chapels**

Please send your résumé and cover letter to admin@anvilisland.ca

Thank you for your interest!

**CANTEEN COORDINATOR (Island based)**

**Job Description:**

The successful applicant for this summer camp ministry position will be responsible for canteen product ordering, sales, daily stocking and maintenance of camp and canteen facility. The ordering and supplying of goods to the canteen requires an ability to shop or organize shopping and delivery or pick up of product from suppliers such as Costco. These activities occur at varied times of day, which will require the canteen manager to stay at the camp for the entire employment period, except for regular scheduled days off. The canteen manager is expected to work approximately 8 hours per day. The canteen manager will be responsible for weekly kitchen inventory, compiling and sending email reports, communicating with the kitchen, liaison on the mainland, safety and cabin checks, waterfront camper tracking, canteen machine maintenance and other duties as assigned by the summer staff supervisor.

**Compensation:** $750 per week, room and board included

**Qualifications:**

1. Organizational Skills
2. General Computer Skills
3. Fluency in Microsoft Excel
4. Good Work ethic
5. Cheerful personality with a positive attitude
6. Experience handling money
7. Experience with Inventory
8. Experience with Point of Sale systems
9. Able to lift 20-50 lb. boxes
10. Completed Criminal Record Check

In addition, it would be beneficial if the applicant were to have experience in a camp setting and/or experience working with children and youth.

**Start Date:** June 26, 2023

**End Date:**September 4, 2023

**All Summer Staff are required to sign Daybreak Point Bible Camp’s Statement of faith and must attend Summer Staff meetings and Sunday morning chapels.**

Please send your résumé and cover letter to admin@anvilisland.ca

Thank you for your interest!

**ASSISTANT CARETAKER (Island Based)**

**Job Description:**

The successful applicant for this camp ministry position will be responsible to support the Caretaker in preparing and maintaining the facility for the spring rental and summer camping seasons.  They will live on site five days per week during May and June, providing Caretaker coverage two of those days.  They will work part-time, covering the Caretaker’s two days off per week, during July and August, as well as provide two weeks of vacation coverage during that time (schedules will be determined together with the Caretaker). They will be self motivated and work well alone, under direction of the Caretaker.  They will also demonstrate a pleasant, helpful nature, as they will be representing Daybreak as Host to the various user groups.  Operation of camp water taxis is required to transport volunteers, service technicians, and occasional rental groups.  Operation of various other camp vehicles and equipment is also required.  Other duties will include landscape maintenance, janitorial, and various general maintenance tasks.  Good physical conditioning is important.   Previous boating and trades experience are assets, however not required to start in the position.  The Assistant Caretaker is required to work 40 hours per week during May and June.  Accommodations will be provided.

**Compensation:** $18-20 an hour, dependant on experience

**Qualifications:**

1. Strong work ethic & positive attitude
2. Self-directed & takes initiative
3. Minimum 18 years of age by contract start date
4. Valid B.C. Driver’s License
5. Marine training requirements:
	* Pleasure Craft Operator Card (minimum)
	* Small Vessel Operator Proficiency (training can be provided)
6. Basic First Aid certification\*
7. Completed Criminal Record Check

In addition, it would be beneficial if the applicant were to have experience in a camp setting, working with children and youth and be familiar with water-sport activities and general maintenance.

**Start Date:**May 1, 2023

**End Date:**September 5, 2023

**All Daybreak Staff are required to sign Daybreak Point Bible Camp’s Statement of faith and must attend weekly Summer Staff meetings and Sunday morning chapels.**

Please send your résumé and cover letter to admin@anvilisland.caThank you for your interest!

###### SUMMER OFFICE ASSISTANT (Mainland based)

**Job Description:**

The successful applicant for this office position will be responsible for assisting the administrator in the daily tasks of responding to emails & phone calls, trouble-shooting registration for campers and staff, receiving & organizing camper sponsorships, receiving all completed criminal record checks & references, being a liaison between the camp volunteers and staff & the office, basic book keeping, helping with weekly food ordering and food runs. These activities occur during the office hours of 8-4, Monday- Friday, with varied times for food runs and camp check-ins. The office assistant is expected for work approximately 8 hours per day, but flexibility can be discussed on an individual basis. In addition to working within the office hours, the office assistant may be required to travel to camp for a weekly check in, canteen coverage and food run organization. Must have access to a vehicle.

**Compensation: $16-17 an hour, dependant on experience**

**Qualifications:**

1. Organizational & interpersonal skills
2. General computer skills
3. Fluency in Microsoft Excel & Word
4. Good work ethic, self-directed
5. Cheerful personality with a positive attitude
6. Experience handling money
7. Experience with inventory
8. Able to lift 20-50 lb boxes
9. Completed Criminal Record Check
10. Valid Driver’s License

In addition, it would be beneficial if the applicant were to have experience in a camp setting and/or experience working with children and youth.

**Start Date:** May 12, 2023

**End Date:**September 4, 2023

**All Summer Staff are required to sign Daybreak Point Bible Camp’s Statement of faith.**

Please send your résumé and cover letter to admin@anvilisland.ca

Thank you for your interest!