



Position: Summer Camp Manager

Type of Position: Full-Time

Application Deadline: May 1st, 2025

Interviews: May 5th-May 7th, 2025

Starting Date: June 23rd, 2025

Ending Date: August 24th, 2025

Job Description:

The Ottawa Lions Track and Field Club is seeking an individual to serve as our Summer Camp Manager. Our summer camps attract 600-700 campers a year, providing kids with a jam packed full or ½ day of summer camp activities tailored towards the sport of Track and Field. The position offers 14 weeks of work in Ottawa, Ontario with the Ottawa Lions Track and Field Club. Duties include the promotion and marketing of the Ottawa Lions Youth camps and hosted events. Reporting to the Manager of Youth programs you will be required to develop practices, organization of campers, and coordination of staff and create an engaging and impactful environment for our summer camp athletes. The manager duties will also involve marketing and promoting our home events, attending expos, working alongside the meet director and officials, organizing and managing volunteers, along with the preparation and clean-up of events.

Qualifications:

The position is open to university or college students or graduates with a preference for those with studies in kinesiology, physical education, sports management or recreation. Candidates should demonstrate experience and background in track and field, basic word processing skills, knowledge of French and English and experience working with children ages 6-14. Candidates with experience or training in marketing and sports promotion are preferred. Candidates must be certified, or in the process of completing RJTW certification (sport and club coach certification are beneficial). Candidates must provide a valid Police Check and complete a First Aid Course.

Compensation: \$20.55-21.55/hour based on experience.

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