



**Renfrew**  
INC • 1858  
Bridging Charm and Convenience

**SUMMER EMPLOYMENT OPPORTUNITY**  
**#25.08 – Summer Camp Inclusion Counsellor (1 position)**  
**Department of Community & Recreation Services**

**Description:**

The Town of Renfrew invites applications for the position of Day Camp Inclusion Counsellor to assist the Community and Recreation Services Department in supervising and ensuring the safety of campers during all Town of Renfrew Summer Camp activities. The availability of this position is subject to funding approval by Town Council.

**Responsibilities:**

- Provide one-on-one assistance to support campers with special needs, including physical, developmental, or behavioural challenges, to help them engage in activities and interact with peers.
- Work closely with camp leadership and other staff members to develop inclusive programming strategies, modify activities, and create accommodations to meet the needs of all campers.
- Utilize positive behaviour management techniques and strategies to address challenging behaviours, promote social skills development, and create a supportive and respectful atmosphere for all campers.
- Create a positive and inclusive environment where campers feel comfortable and engaged.
- Serve as a role model for campers and other camp staff by demonstrating leadership, responsibility, and good communication skills.
- Provide guidance and support to campers in resolving conflicts and building positive relationships with peers.
- Follow camp policies and procedures to ensure the well-being of campers and maintain a clean and organized camp environment.
- Maintain accurate records of camper attendance, behaviour incidents, and any medical or health-related concerns. Report any significant issues or incidents to camp leadership as appropriate.
- Communicate regularly with campers' families to gather information about their needs and preferences, provide updates on their progress, and address any concerns or questions regarding their child's participation in camp activities.
- Encourage campers to build confidence, self-esteem, and independence by providing opportunities for success, celebrating achievements, and fostering a sense of belonging within the camp community.
- Participate in staff training sessions and professional development opportunities to enhance leadership skills and knowledge of camp programming.

**Qualifications:**

- Experience working with individuals with disabilities or special needs, preferably in a camp, school, or recreational setting.
- Knowledge of inclusive programming principles, adaptive techniques, and accommodations for individuals with diverse abilities.
- Strong communication and interpersonal skills, with the ability to build rapport and establish trust with campers, families and staff members.
- Patience, empathy and a genuine commitment to promoting inclusion and diversity within the camp community.
- Ability to work collaboratively as part of a team and adapt to changing circumstances and camper needs.
- CPR, first aid certification, High Five Training required.

**Rate of Pay/Hours of Work/Location:**

- \$18.70/hour (under review)
- 40 hours/week
- myFM Centre – 1 Ma-te-way Drive, Renfrew ON
- Monday, June 23, 2025 – Monday, August 25, 2025
  - This position will be expected to work at the Canada Day event followed by 8-weeks of camp as an inclusion counsellor. If there is a child that signs up that needs assistance or one-on-one help, the successful applicant will be assigned to this child. If there is not a child that needs assistance, the successful applicant will act as a regular summer camp counsellor.

**Qualified applicants are invited to submit their resume, stating:  
"Town of Renfrew - #25.08 Summer Camp Inclusion Counsellor"  
by 4:00 p.m., Wednesday March 5<sup>th</sup>, 2025, to:**

Town of Renfrew, Attn: Jenn Fleming, Compensation/HR Specialist  
127 Raglan Street South, Renfrew, ON K7V 1P8  
EMAIL: [jfleming@renfrew.ca](mailto:jfleming@renfrew.ca) (in MS Word or pdf format)

**Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.**