



## Job Posting

### 2024 Indigenous Student Mini-University Summer Camp Chaperones

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**Number of Positions:** 6 Full-Time (40 hours), 6 Part-Time (20 hours)

**Deadline for Application:** June 10<sup>th</sup>, 2024

**Employment Dates:** Full Time: July 7<sup>th</sup> to July 12<sup>th</sup> Part Time: July 7<sup>th</sup> to July 12<sup>th</sup>

**Full-time:** Arriving the evening of Sunday, July 7<sup>th</sup> and staying in dorms with campers until 3:00 pm Friday, July 12<sup>th</sup>, 2024

**Part-Time:** 7:30 am - 12:30 pm, or 12:30 – 5:30 pm, or 5:30 pm – 10:30pm daily.

Times will vary slightly depending on schedule of events.

**Responsible to:** Shawna McNabb, IACE Associate Director

**Compensation:** starting at \$30/hour (based on prior experience)

#### Job Description

The Office of Indigenous Academic and Community Engagement is seeking responsible, enthusiastic and out-going UVic/Camosun students or recent Alumni to be chaperones for our Annual Indigenous Student Mini-University Summer Camp (Mini U). Mini-U provides 20-25 Indigenous high school students from across BC an orientation to UVic life. The campers will stay in UVic residence and will explore the campus and take part in classes, workshops and academic presentations along with visits into community.

#### Chaperone Qualifications

1. Priority given to Indigenous UVic/Camosun students who are returning in Fall 2024
2. Experience working with youth in a camp or educational setting an asset
3. A cultural awareness of the Indigenous peoples of BC and familiarity with Indigenous communities and issues faced in regards to public post-secondary education systems
4. Experience in leadership positions and demonstrated excellent leadership qualities
5. Current certification in First Aid and CPR an asset (however, training will be provided for successful full-time chaperones candidates if required)
6. Prior experience working in a team atmosphere

#### Chaperone Duties/Responsibilities

1. Supervise campers at all times and keep them free from harm (e.g. harassment and discrimination)
2. Attend and accompany campers to all scheduled activities
3. Provide a safe and enjoyable environment for campers, respond to the learning needs of each individual camper, participate in activities and respond to unique situations
4. Attend two, three-hour orientation / training sessions prior to Mini U (week of July 1-5<sup>th</sup>)
5. Report all incidents to Mini-U Camp Coordinator, using proper forms and appropriate written detail
6. Role model communication skills through enthusiastic participation and support
7. Follow chaperone orientation package policies and procedures
8. Criminal Record Check to be submitted within two weeks of acceptance of chaperone position

#### How to apply:

Submit a cover letter and resume, indicating if you are applying for a part-time or full-time position, to: Michelle Gregoire, 2024 Mini University Summer Camp Coordinator [mini\\_u@uvic.ca](mailto:mini_u@uvic.ca)