

# SFU Camps

## Instructor - Tennis

**Position Title:** Instructor - Tennis

### Position & Camp Summary

Simon Fraser University Summer Camp Instructors are responsible for providing a safe, fun environment for campers and leading by example when working with other staff and volunteers. The successful candidate will be an energetic, active, and responsible Camp instructor who works well in a team. This position will report to the Head Tennis Instructor, Programmers, and Managers, as well as working with a team of Instructors responsible for the operation of the SFU Summer Tennis Camps and Programs. Major duties include preparing lesson/activity plans (with guidance of Head Instructor), supervising, coordinating, and instructing tennis & recreational activities, working closely with other instructors and directing volunteers to ensure the smooth operation of the camp.

Tennis Camp is a half-day, one-week long introductory to intermediate level program for children 5-14 years. Emphasis of the camp is to help campers develop the basic tennis fundamentals necessary to begin serving, rallying, and playing the game, as well as inspiring them to challenge themselves to focus and practice cooperation. Mini games or competitions should make up the bulk of the activities each day. Campers may be grouped by age and skill level.

### Duties and Responsibilities

- Ensure that activities are effectively and safely implemented following risk management protocol; ensure a safe environment for the participants at all times
- Oversee camper behaviour and manage discipline issues, maintaining safe, enjoyable activities for all campers
- Actively supervise and participate in all camp specific activities and recreational activities including any co-operative games, sports and swimming
- Be a role model for campers and volunteers by demonstrating positive, enthusiastic, and respectful attitudes and behaviour
- Represent your camp when interacting with parents or community members; provide parents with appropriate feedback and information as needed for their campers to have a successful camp experience
- Evaluate Head instructors and Volunteers
- Ensure all facilities are cleaned and taken care of
- Be prepared to be flexible with hours, assignments, and other unavoidable changes
- Effectively communicate and cooperate with other instructors, Head Instructors, and Administration
- Adhere to the policies and procedures set out by the Programmers
- Maintain a high level of respect and professionalism when interacting with Volunteers, Instructors, Head Instructors, Assistant Programmers, Head Programmers, and Managers
- Additional responsibilities as directed by Camps Administration

### Qualifications

- Experience working with children; demonstrated ability to interact with all relevant ages and understanding of the development needs of children and youth
- A desire to work in a positive environment with children; ability to relate to children and youth in a positive manner
- Demonstrated ability to observe camper behaviour, assess its appropriateness, enforce safety regulations and apply appropriate behaviour management techniques
- Excellent organizational, interpersonal, and communication skills (written and verbal)
- Current Standard First Aid and CPR-C
- A criminal record check will be required upon accepting a position within the Camps program
- Minimum Tennis Canada Tennis Instructor Certificate

### Interview Dates:

April 23<sup>rd</sup> – 25<sup>th</sup> – Must be able to attend one of the three interview nights (5PM-8PM)

### Terms of Employment

Staff training: June 24th – June 28th

Camp in session: July 3rd – August 30th

- Typical work hours: Monday to Friday, between 8AM-12PM or 12PM-4PM

\*\*\*Hours are not guaranteed and will be based upon registration numbers of the camp.

### Compensation

\$14-16 per hour based on qualifications and relevant experience

- Additional 4% paid in lieu of benefits

### Application Deadline: Extended until April 28, 2019

Please complete the application form and submit a cover letter and resume to: [admin\\_camps@sfu.ca](mailto:admin_camps@sfu.ca)

Thank you to all applicants for their interest, however, only those candidates selected for an interview will be contacted. For more information, please visit [www.sfu.ca/camps](http://www.sfu.ca/camps).