Supervisor of Overnight Camp Programs

We are seeking a leader in the field of child development with staff management experience. This role oversees a large team of 25-50, supports hundreds of children, and works directly with the Amicus Manager. For the right candidate, this role can progress into a full-time permanent Assistant Manager role starting in the Fall of 2027

About Camp Amicus

For almost 45 years, Camp Amicus has provided meaningful camp and recreation experiences for children and teens with Learning Disabilities, ADHD, and related diagnoses. Camp Amicus is a place where participants are seen and understood for who they are, with individual support that helps them build confidence, develop social skills, and reach their potential.

All Amicus programs are grounded in current, evidence-based, and peer-reviewed models and interventions. Camp Amicus is operated by Foothills Academy Society, a leader in supporting children and youth with Learning Disabilities and associated disorders since 1979. At Amicus, growth isn't just for campers- it's for our staff, too. We value curiosity, reflection, accountability, clear communication, flexibility, and initiative.

We are seeking a leader who not only has the skills for this role, but truly understands and aligns with our mission and approach to supporting neurodiverse youth.

Position Overview

The Overnight Camp Supervisor is a senior leadership role at Camp Amicus and oversees all Overnight programs. They reports directly to the Camp Manager, working closely with them on strategic planning, training, team leadership, hiring, camper support and day-to-day decision-making.

This is a full-time contract role with the possibility of extension into a full-time permanent role after the summer of 2027 for the right candidate. This role may include some evenings and occasional weekends in the off-season (Fall to Spring) and entails living at the Overnight camp in Sundre from Monday to Friday for seven weeks of the summer.

Key Position Responsibilities

The Overnight Camp Supervisor is responsible for the day-to-day functioning of the Overnight program in the summer. This includes…

- The management, coaching and supervision of up to 50 staff
- Direct supervision and coaching of the Program Coordinator and Counsellor Coordinator
- Responding to high-level parent, camper and staff concerns
- Ensuring excellent communication and appropriate use of the camp hierarchy through daily meetings and feedback
- Constant communication with the Amicus Manager regarding all camp concerns
- Detailed documentation of all staff and camper concerns
- Leading by example and setting the tone at Overnight Camp
- Other related duties

In addition, the Overnight Supervisor will play a vital role in the preparation, training and administrative duties before camp begins. This entails…

- Assisting the Amicus Manager in the training of Leadership and Counsellor teams
- Assisting the Amicus Manager in hiring of staff, camp accreditation, budget, program development and other related tasks
- To implement evaluation tools for assessing outcomes and satisfaction of participants and their parents and reporting to management and funders
- Assist in the delivery and development of our off-season recreation programs
- Identify new recreational programming opportunities for youth with Learning Disabilities and/or ADHD in the Calgary community
- To conduct and document annual reviews of staff members

In accordance with our mandate of creating a caring and safe environment for children and their families, **we require an up-to-date (within 6 months of start) police check with Vulnerable Sector Screening and eligibility to work in Canada.**

Qualifications

Required criteria include:

- A degree in a related field such as Psychology, Social Work, Education, Child & Youth Studies, Recreation or Kinesiology
- Standard First Aid with CPR-C (or willingness to attain)
- A Class 4 driver's licence
- Previous experience in:
    - Staff management
    - Program research, design, implementation, and evaluation
    - Creating and following a program budget
    - Working with children and youth (ideally those with Learning Disabilities and/or ADHD)
    - Camp management or other supervisory experience
    - Collaborating as part of a multidisciplinary team

Advantageous Criteria

- Access to a vehicle
- NL certification or ability to attain
- Summer Camp leadership experience
- Wilderness First Responder certification or equivalent
- Wilderness leadership experience

Position Details

- **Duration:** Winter 2026 to August 2027 with the possibility to extend into a full-time and permanent position
- **Location**:
    - Foothills Academy Society (745 37st NW, Calgary, AB) for off-season prep and admin work
    - Intervarsity Pioneer Lodge (32134 Range Road 63, Sundre, AB) for 7 weeks of the summer (Monday to Friday). This consists of a training week and 6 weeks of Overnight Camp programming. Transportation is provided, though it is advantageous for the ON Supervisor to have access to a vehicle.
- **Compensation:** $920/ week with 4% vacation pay

Application Procedure

- Please submit a resume and cover letter to amicus_employment@foothillsacademy.org

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Camp Amicus is strongly committed to diversity within its community and welcomes applications from racialized persons/persons of colour, Indigenous People of North America and the world, persons with disabilities, 2SLGBTQIA+ persons, and those who may contribute to the further diversification of ideas. We are committed to providing equitable opportunities in employment and to providing a workplace that is free from discrimination and harassment. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens, permanent residents, and those with authorization to work in Canada. Accommodations are available on request for candidates taking part in all aspects of the selection process.