



Archdiocese
of Toronto

Employment Opportunity

SUMMER CAMP ASSISTANTS

St. James Parish

2118 Adjala Temcumseth Townline, Tottenham, ON L0G 1W0

Temporary Full Time (8 hours per day)

New Positions

Target Hiring Salary: \$18.61 per hour

Overview:

St. James Parish is seeking 3 temporary full time Summer Camp Assistants to assist the pastor and youth minister in organizing, overseeing and leading the parish's one-week summer camp (July 6-10, 2026). This position is required to work 8 hours per day for 8 days including 3 days of training and the entire one-week duration of the summer camp.

Responsibilities:

- Participate in the planning and implementation of camp programming; help create a safe and fun environment; provide leadership and participate in camp activities, sharing enthusiasm for each activity
- Work with Youth Minister and other assistants to meet the needs of the campers; encourage respect for personal property, camp equipment and facilities; commit to and uphold all camp rules
- Set a good example for campers; observe camper behavior, assess its appropriateness and apply any necessary behavior management techniques; enforce appropriate safety regulations and emergency procedures
- Establish individual respect and relationships with campers
- Provide leadership, guide, motivate and instruct the campers during each activity period and develop a team feeling in your program area if possible and in camp as a whole
- Establish and enforce safety precautions, regulations and emergency procedures relating to the equipment, materials and area of your assigned activity
- Other duties as required

General Requirements:

- High school diploma
- Previous leadership experience in youth ministry (EDGE, LIFETEEN, OCY Summer Camp, Totus Tuus) will be definite assets
- A strong and proficient communicator with suitable administrative skills and strong interpersonal skills
- Active in their Catholic faith and participating in the life of the Church
- A good understanding and acceptance of Catholic Church teaching
- Respect for Church leadership as well as parish clergy
- Able to work independently and collaboratively as a member of the parish pastoral team



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- Able to work during the day, evenings and weekends as necessary
- Possess an above average knowledge in the use of technology such as social media
- Ability to multi-task, prioritize, and manage time effectively
- Must be legally entitled to work in Canada
- A criminal background check will be required of the successful applicant

Those wishing to be considered should submit their resume and cover letter in MS Word or PDF format to: **Rev. Eric Mah** at **stjamesco@archtoronto.org**. Deadline for receipt of applications is **January 31, 2026**. We thank all applicants, however, only those selected for an interview will be contacted.

In compliance with the Accessibility for Ontarians with Disabilities Act (AODA), the Archdiocese of Toronto provides reasonable accommodations to individuals with disabilities. If contacted for an interview, applicants should make any accommodation needs known at that time.