



# Summer Program Support Worker

The Autism Resource Centre (ARC) offers summer programs for children and youth with ASD. The ARC Summer Program is both goal-oriented and lots of fun! Our young people learn life skills and participate in recreational activities throughout the city. All participants are paired one-to-one with a staff member who assists with teaching and ensuring children have a safe and positive summer. In this position, you will gain valuable hands-on experience working with children/youth with Autism.

## QUALIFICATIONS

- Applicants must have excellent communication skills
- An interest in and/or knowledge of Autism Spectrum Disorder (ASD)
- Adaptable and energetic personality to keep up with the demands of campers and the schedule of events
- Ability and willingness to swim; it is a regular part of the schedule, and all staff are expected to participate

## DUTIES

- Carry out the camper's individualized program plan on a one-to-one consistent basis and the daily scheduled events as planned by the ARC directors
- Complete and read the communication notes to and from the client(s) caregiver(s) on a daily basis; also gather and record data on specific client goals
- Attend training sessions and staff meetings; utilize the strategies taught on a consistent basis
- Ensure client safety by following the policies and procedures during all program activities; you must also adhere to the ARC confidentiality contract
- Maintain a level of professionalism at all times, especially in the manner in which you address campers and colleagues, your appearance, and behaviour

## TERMS

1. Requires a consistent commitment to working from July 4<sup>th</sup> until August 18<sup>th</sup>, 2022. The workday begins at 8:45 AM and ends at 3:15 PM. Employees must come 15 minutes early for a staff meeting 1-2 times a week. Mandatory paid training will be held prior to camp starting. It is likely some evening and weekend hours will be required from the period of June 25-29 to accommodate; details are yet to be determined.
2. A vehicle is an asset to this position. Third party liability insurance and submission of a driver's abstract is required for workers driving in the program. Staff will be reimbursed at a rate of \$0.41/km for mileage.
3. A Criminal Record Check with a Vulnerable Sector search is required and must be submitted before your start date. First Aid and CPR C Certification is recommended.
4. Must be working towards or hold a university degree or college diploma in a related field or have equivalent experience.

**TO APPLY, PLEASE EMAIL YOUR RESUME AND COVER LETTER TO BECKY MCLEOD**

**[becky@autismresourcecentre.com](mailto:becky@autismresourcecentre.com)**