



JOB POSTING

POSITION TITLE	Physical Literacy Senior Camp Leader (2 Positions – Cycling & Core)
REPORTS TO	Supervisor of Physical Literacy Programs
COMMITMENT	32 – 40 hours/week, Last week of June – August (potential for part-time work in school year programs April – June). Training will occur in June for approx. 35 hours
COMPENSATION PACKAGE	Hourly rate ranges from \$20.25/hour - \$22.25/hour based on experience and qualifications

ORGANIZATION SUMMARY

PISE is a charitable non-profit organization that provides education, programs and services across South Vancouver Island, while managing the Pacific Institute for Sport Education facility. We are nationally recognized for work in the areas of physical literacy and inclusion and also deliver the esteemed Canadian Sport School program for high performance athletes in Grades 10 to 12. Our vision is to transform lives through healthy activity and sport by providing physical activity, health and sport education programming and services for children, youth and adults that focus on inclusion, physical literacy, active living, and the development of performance sport.

POSITION SUMMARY

The Physical Literacy Senior Summer Camp Leader will work part-time in June & full-time during July and August. In this role, you will be responsible for assisting in mentorship and training of leaders, creating themed activities, assisting with administrative tasks and facilitating games and play-based camps. The Senior Camp Leader will be expected to display creativity, organization and flexibility in their tasks while also displaying the traits and characteristics of an effective camp leader. This role acts as a conduit between the Physical Literacy administration staff and camp leaders, assisting in problem solving, behaviour management and troubleshooting in all camp scenarios. PISE is committed to providing programs for children & youth who may not otherwise have access and therefore leaders may work with vulnerable youth, individuals with a disability, indigenous youth and low- income families, as well as typical populations.

KEY ROLES & RESPONSIBILITIES – CYCLING

- Work as part of a team overseeing the delivery of fun, engaging programs that develop the physical literacy of children and youth
- Teach movement of all types, including, but not limited to, sport, dance, cycling, and fundamental skills through play-based activities
- Set up specialized equipment for program use
- Ensure a safe environment (physically & emotionally) for both the children and staff
- Maintain verbal and written communication with the team regarding successes and challenges
- Deliver first aid as necessary
- Mentor & provide support to Physical Literacy Summer Camp Leaders & Inclusion Support Leaders such as: support with programming, evaluations, behaviour management support & problem solving, and communication with parents/guardians
- Provide administrative support to Physical Literacy Leadership Team, such as printing out rosters, checking waivers, communication with parents/guardians, and any other administrative tasks to support the operation of summer camp.
- Work as part of a team to plan & facilitate staff training
- Complete other tasks related to the physical literacy department, such as: planning of themed activities, camp-wide games, equipment organization, and summer camp coverage.
- Support various camps including Kids on Wheels, Freewheelers and Coasters Cycling Camps through leading trail rides around PISE, assisting with bike maintenance, and supporting children in advancing beyond training wheels



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- Create programming for and facilitate Kids on Wheels Jr. Camp (*10:00am – 10:45am, July 20 – 24 and August 10 – 14*)
- Work with Core Senior Leader to facilitate Fun Friday Activities for all camps
- Promote PiSE as a destination for sport development & community programs

KEY ROLES & RESPONSIBILITIES – CORE

- Work as part of a team overseeing the delivery of fun, engaging programs that develop the physical literacy of children and youth
- Teach movement of all types, including, but not limited to, sport, dance, cycling, and fundamental skills through play-based activities
- Set up specialized equipment for program use
- Ensure a safe environment (physically & emotionally) for both the children and staff
- Maintain verbal and written communication with the team regarding successes and challenges
- Deliver first aid as necessary
- Mentor & provide support to Physical Literacy Summer Camp Leaders & Inclusion Support Leaders such as: support with programming, evaluations, behaviour management support & problem solving, and communication with parents/guardians
- Provide administrative support to Physical Literacy Leadership Team, such as printing out rosters, checking waivers, communication with parents/guardians, and any other administrative tasks to support the operation of summer camp.
- Work as part of a team to plan & facilitate staff training
- Complete other tasks related to the physical literacy department, such as: planning of themed activities, camp-wide games, equipment organization, and summer camp coverage.
- Support and spend dedicated time with each camp, including Fundamental Foxes, Energetic Eagles, Training Tigers, Active Girls, and Active Explorers
- Plan and prepare Fun Friday activities for camps, facilitate Fun Friday activities with Cycling Senior Leader
- Find ways to help integrate weekly theme into camp activities
- Facilitate Youth Leadership Camp (*9:00am – 2:00pm, June 6 – 10*) and additional one-off programs throughout the summer
- Oversee youth leader volunteers in their placements throughout the summer
- Work with Cycling Senior Leader to facilitate Fun Friday Activities for all camps
- Promote PiSE as a destination for sport development & community programs

KNOWLEDGE, SKILLS & ABILITIES

- Demonstrates a sound understanding of physical literacy and developmental traits of children
- Possess strong leadership and interpersonal skills
- Demonstrates drive and initiative
- Ability to effectively manage time and work in a self-directed environment
- Ability to build strong relationships based on trust, support, and open communication
- Analyzes issues and resolves problems with excellent judgement and decision-making skills
- Promotes teamwork and commitment to PiSE's overall mission, vision, and goals
- Demonstrates effective organization and flexibility when provided with multiple tasks



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QUALIFICATIONS

- Post-secondary degree in Sport Science, Education, Child Development or another related field (or working towards)
- NCCP Fundamental Movement Skills certificate or willing to obtain during staff training
- Current Standard First Aid CPR/AED Level C
- Current Police Information Check with Vulnerable Sector Screen, or willingness to provide one prior to start of position
- HIGH Five Principles of Healthy Childhood Development certificate considered an asset
- CanBike or equivalent certification considered an asset
- Physical Literacy Instructor Certification considered an asset
- Experience leading a variety of physical activities and sports for children and youth with varying abilities. *Preference will be given to applicants with experience as a summer camp leader.*
- Healthy lifestyle and an interest in health & wellness

TO APPLY

Please submit a resume and a cover letter by **11:59pm, March 9, 2026** to:

Jordan Paterson
Human Resources & Administrative Coordinator
careers@pise.ca

Thank you for your interest in PiSE.

*Please note, due to the number of resumes received,
only candidates selected for an interview will be contacted.*

*Pursuant to Section 41 of the BC Human Rights Code, preference may be given to applicants of the four designated groups;
women, persons with disabilities, Aboriginal peoples, and visible minorities.*