



Job Posting: Assistant Director of Canoe Trip Operations

Camp Kandalore currently has an opportunity for an
Assistant Director of Canoe Trip Operations
Full-time Contract starting Winter 2024
June to September: 1143 Kandalore Road Algonquin Highlands
September to June: Hybrid 181 Carlaw Street Toronto
Job closing date: January 20

WELCOME TO KANDALORE

Camp Kandalore helps kids to know and be themselves. We believe in authenticity of character; that challenging our campers develops resilience and independence; that the outdoors is an ideal environment where kids can learn and have fun; that an accepting environment promotes belonging and connection; and that our facilitators and staff inspire our campers. Most importantly, we believe that a positive camp culture leads to highly transformative experiences for young people.

Kandalore has long been regarded as one of the leading camps in Canada. The Camp prides itself on its warm and supportive community where children are made to feel included in the camp culture. The supportive nature of the camp allows for the campers to try new activities and develop new skills with the help of caring staff members. Kandalore operates as a summer camp in the summer months and an outdoor education centre hosting groups from September to June.

Founded in 1947, Camp Kandalore is one of Canada's leading summer camps, providing the best of both canoe tripping and contemporary in-camp activities. All campers benefit from Kandalore's outstanding canoe tripping program, whether for an overnight or a 24-day white water river expedition. Kandalore's canoe trips are organised by a Trip Director and led by a highly skilled group of guides and counsellors. These trips travel in near and remote regions of Ontario, Quebec and Manitoba waterways. Further to this our Outdoor Education Centre provides local canoe trips for school groups.

OUR TEAM

Our team is highly engaged and committed to excellence in camping and outdoor and experiential education. Working at Kandalore means you believe in supporting a camp culture that values participation, kindness and respect, and the power of the outdoors for young people. Our exceptional team is the reason we provide outstanding experiences to our campers and visitors. Kandalore's foundation for success is attracting and retaining employees who thrive in our dynamic team and recognizes individual strengths and talents.

JOB SUMMARY

Reporting to the Camp Director, the Assistant Director Canoe Trip Operations will manage the logistics and operations of all canoe trip and expedition programs, activities, special events and schedules at Camp Kandalore with the goal of ensuring that campers experience canoe trips and outings are safe while having fun and developing new skills.

THE ROLE

- Oversee all canoe trip operations including curriculum and programming, safety procedures, equipment inventory, catering, training and skill level development, and special events in collaboration with the Director Team.
- Work with the Director on the hiring of staff including interviewing, issuing contracts and updating staff information.
- Attend relevant conferences, training and recruitment fairs.
- Manage a team: Trip Director, Guides, Tripper Apprentices, Explorer 2 Director
- In preparation for summer programs, develop and update lesson and risk management plans for training, purchase equipment and supplies for canoe trips in line with budgets, maintain



contact with suppliers and research new potential routes, expeditions, partners and equipment.

- Organise all training and certification for staff, develop and update training resources and risk management policies.
- Support the promotion of Kandalore canoe tripping program by organising and running off-season tripping events, and attending events for marketing.
- Work with the Director Team at summer's end to review, debrief and create follow-up actions based on camper and parent surveys.
- Post summer season maintenance and support of inventory, repairs and ordering, and liaise with the OEC team to support and run expedition specific OEC programs.
- Research and develop educational opportunities for expeditions and canoe trips – ie. canoe trips in fall and spring, kayaking opportunities, hiking expeditions, or new credit programs for OSSD.
- Support Indigenous, university and partner relationships through outreach.
- Be the face of and promoting Kandalore's Trip Program.

WHAT YOU BRING

- 4 + years of camping experience in a Senior Manager role, strong organisational and communication skills
- Experience with planning, leading, managing canoe trip programming and risk management protocols
- Outdoor wilderness tripping experience and certifications such as ORCKA Canoe Tripping, Swiftwater Rescue Technician and Wilderness First Responder certifications
- Minimum Bronze Cross required, NLS or Instructor Certification is an asset
- Pleasure Craft Operator Card
- Class G Driver's Licence with 6 years insurable driving experience
- Strong understanding of Experiential Education pedagogy
- Experience and certification with ropes and climbing wall

WHAT WE OFFER

- Competitive compensation package
- Seasonal accommodations located at Camp Kandalore, Algonquin Highlands
- Training opportunities
- A collaborative, engaging and fun community

INTERESTED IN JOINING OUR TEAM?

If you or someone you know wants to join the Kandalore team, please connect with us at people@kandalore.com. Your application matters to us and we will review it carefully. While all applicants are thanked for their interest, only those chosen for interviews will be contacted.

As a condition of employment, both a Criminal Record Check with Vulnerable Sector Screening is required.

Kandalore website: www.kandalore.com

Land Acknowledgement

At Camp Kandalore, we recognize that our work takes place on traditional, ancestral land that has been inhabited by Indigenous people for thousands of years. We are located on Treaty 20 territory, known as the Williams Treaties First Nations: Curve Lake, Rama, Hiawatha, Alderville, Scugog Island, Beausoleil and Georgina Island First Nations. Kandalore canoe trips also travel through many traditional Indigenous territories across the provinces, predominantly through Treaty 9, Nishnawbe Aski Nation. We respect their past, present, and future generations, the land, and their traditions. We are grateful for the opportunity to gather, learn, and travel on these lands and waterways.