



Employment Opportunity

YMCA Northumberland currently has an opening for the following new position: Day Camp Communications Lead – Brighton, Campbellford, Cobourg and Cramahe (Summer 2026 Contract Position)

Are you looking for a fun and rewarding summer role where you can make a meaningful impact behind the scenes? Do you enjoy working in a dynamic, outdoor camp environment and supporting positive experiences for children and families? If so, joining YMCA Northumberland's Summer Day Camp as a Communications Lead offers a unique opportunity to play a key role in keeping our camp community informed, connected, and engaged. We are seeking an enthusiastic, organized, and detail-oriented individual who is passionate about clear communication and creating a welcoming camp experience for all. Position rate is \$20.00 per hour.

Job Responsibilities:

- Responsible for being informed on the Day Camp program at all 4 sites, Cobourg, Cramahe, Brighton and Campbellford
- Ensures timely communication on activities, reminders and upcoming events is delivered
- Communication with Camp Team Leads on program plans and communication to parents
- Communication daily through the Band app to provide parents updates of their child's camp group
- Maintaining accurate records of children who are not permitted to have their photo taken and released.
- Assist in coordinating communication during emergencies or schedule changes
- Capture and share camp highlights (photos, stories) in alignment with privacy policies
- Assist with social media updates and/or internal promotions
- Help create a welcoming and inclusive communication environment for all families

Job Qualifications:

- Strong verbal and written communication skills
- Excellent organizational and multitasking abilities
- Customer service experience, preferably in a recreation or camp setting
- Comfortable using email, spreadsheets, and basic office software
- Ability to handle sensitive information with confidentiality
- Standard First Aid/CPR is an asset
- Police Vulnerable Sector Check/Employee Statement Under 18 required prior to first day worked. Police Checks will be reviewed on a case-by-case basis
- Valid Driver's License and use of own vehicle would be required

Core Competencies:

- Professional and friendly communication style
- Attention to detail and accuracy
- Ability to remain calm and organized in a fast-paced environment
- Commitment to inclusion, respect, and positive camper experiences

YMCA Northumberland is a growing service organization, with over 300 employees and 130 volunteers, with Membership Centres in Brighton, Campbellford, and Cobourg. YMCA Northumberland also operates 25 licensed Child Care Centres, 5 Early ON Child and Family Centres and a variety of outreach and seasonal programs, which focus on child development across Northumberland. YMCA Northumberland welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Please submit your letter of application, resume, and copies of all qualifications by **May 15, 2026** to:

Leanne Clarke, General Manager—Health, Fitness and Aquatics, YMCA Northumberland
Email: leanne.clarke@nrt.ymca.ca

We appreciate all applications. However, only those being considered for the position will be contacted.

