



Toronto Island SUP Inc.  
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## JOB DESCRIPTION

Position Title: Head Counsellor

### Company Overview

Toronto Island SUP is Toronto's premier stand-up paddleboard (SUP) and kayak operator and the only provider located directly on Toronto Island. Founded in 2014, the company delivers high-quality guided and unguided paddling experiences through the island's lagoons and surrounding waterfront. Our mission is to connect people with the water, foster community, respect the natural environment, and prioritize meaningful outdoor experiences.

As a guest-facing waterfront business, Toronto Island SUP places a strong emphasis on safety, professionalism, environmental stewardship, and exceptional customer service.

### Position Summary

Head Counsellor is responsible for all aspects of the Island Adventure Camp, from designing curriculum to daily operations, focusing on creating a fun, safe and adventurous experience for campers and staff.

This role involves direct supervision of staff and campers throughout the day, including daily transportation to and from Toronto Island, on-water and land-based activities, and structured educational programming.

## Nature of Work

This position involves program development, staff recruitment (with TISUP hiring manager), training, supervision, budget management, marketing, ensuring safety compliance, and handling parent/camper communication. Summer Camp is geared to campers aged (ages 7 to 12 years old).

The Summer Head Counsellor will act as a leader and work alongside camp staff in providing participants with an educational camp experience.

## Key Responsibilities

- Oversee general daily camp experience
- Communicate with TISUP shore staff and camp staff to organize daily activities
- Supervise and care for campers during transportation, camp hours, and all scheduled activities
- organize daily pickup and drop-off of children on the city side and Toronto Island
- Train, lead and provide direction for camp staff, providing support and feedback when necessary
- Purchase camp supplies and snacks prior to and during season
- Coordinate transport and ferry tickets for campers
- Keeping records of campers including attendance, dietary restrictions, special needs etc.
- Managing and staying current with emails and communication with parents and camper needs
- Managing the camp experience in cases of inclement weather and pivoting to indoor activities when needed
- Facility maintenance, food services, equipment, supplies, transportation, and adherence to health & safety regulations
- Align policies with Ontario Camp Association (OCA)
- Supervise and care for campers during transportation, camp hours, and all scheduled activities
- Organize and direct daily pickup and drop-off of children on the city side and Toronto Island
- Deliver age-appropriate SUP and kayak instruction to children in a safe and engaging manner

- Monitor campers during on-water and land-based activities to ensure safety and inclusion
- Teach and reinforce Toronto Island SUP curriculum, with emphasis on character development and environmental awareness
- Provide guidance, encouragement, and behavioural support to campers
- Act as a positive role model and consistently embody Toronto Island SUP values
- Engage professionally with parents and guardians and build positive rapport
- Conduct basic equipment checks and assist with general care and upkeep
- Provide first aid or assist in emergency or rescue situations where required, where safe to do so, and within the scope of training and certification

### Required Qualifications

- Minimum age of 20 years
- At least two (2) years of experience working with children and youth in a professional setting
- Personal or professional experience with stand-up paddleboarding and/or kayaking
- Strong swimming ability and confidence in open-water environments
- Current First Aid and CPR-C certification
- Valid Vulnerable Sector Check

### *Preferred / Assets:*

- National Lifeguard Service (NLS) or Bronze Cross
- Previous experience leading outdoor education or waterfront programming
- Completion of University or College program

## Core Competencies

- Clear and professional communication with children, parents, and colleagues
- Strong organizational and time-management skills
- Sound judgment and situational awareness
- Ability to problem-solve in dynamic outdoor environments
- Patience, adaptability, and leadership with youth and staff
- Ability to work independently and collaboratively
- Physical ability to lift, move, and transport equipment
- Ability to practice appropriate self-care while working in a physically demanding, outdoor waterfront environment
- Ability to manage, direct and supervise camp staff effectively
- Ability to design, curate, organize and implement a comprehensive camp program
- Experience with and knowledge of camp programs i.e. games, crafts, sports, special events, and preschool activities

## Working Hours & Commitment

- Will be required to work outside and follow all operating procedures and safety policies of the Toronto Island SUP
- Must be available for all weeks of the contract period
- Hours of work will be between 7:00AM- 6:00PM, Monday to Friday
- Period of Employment (camp prep/casual): January-June
- Period of Employment (camp): July-August
- Mandatory paid training period in May or June prior to the start of camp programming

## Compensation

Toronto Island SUP is an equal-opportunity employer that values diversity, inclusion, and professional growth. Compensation is competitive within the local outdoor recreation industry and is discussed during the interview process.

## Application Process

Interested candidates must apply through the online application form available at:

[www.torontoislandsup.com/hiring](http://www.torontoislandsup.com/hiring)

For questions or clarifications, applicants may contact:

Julian Ganton, Director

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