

# Camp Counsellor, International Summer Academy

## Job Description

**Three programs operate at the International Summer Academy. Read below for more details on the programs.** This information can also be found on the International Programs website:  
<https://internationalprograms.utoronto.ca/job-volunteer-opportunities/>

### **About the International English Program:**

The International English Program (IEP) offers students (18 years and older) the opportunity to study English with others from around the world. The IEP is available for students of all English levels, and provides customized educational, social, and cross-cultural experiences where students from over 30 countries develop a sense of belonging to a global community while improving their English language skills.

### **About the Pre-University Program:**

University of Toronto, New College offers high school students (15-18 years) a variety of pre-university courses during the summer months of June, July, and August. Designed for students with advanced levels of English, these programs provide the opportunity for students to immerse themselves at Canada's premier university and gain valuable skills and experiences.

### **About the Youth International English Program:**

The Youth International English Program (YIEP) offers different courses of study designed to meet the educational goals of a wide variety of youth students. The Youth IEP is a summer camp suitable for students (ages 13-18) of all English language ability levels, from beginner to advanced, and provides educational, social, and cross-cultural experiences that develop students' English language ability and sense of belonging to a global community.

**Specific Camp Counsellor roles will be determined by the International Programs and the success of the candidates' applications and interviews. Successful candidates will be placed in a suitable role as determined by the International Programs. Applicants can select preferred roles. The incumbent will have a focus on a certain camp/role but may be required to assist across all programs daily.**

### **Roles Include:**

- Youth International English Program Camp Counsellor
- Pre-University Program Camp Counsellor
- International English Program Camp Counsellor

***Please note: The Camp Counsellor role requires Camp Counsellors to work all weekends during the contract. Vacation requests will not be considered during the contract. This is for the operational needs of the program. Applicants should consider this before applying.***

**Submit your application(s) by 11:59pm, January 26, 2026.**

## Responsibilities

### **Reporting to Camp Coordinators, Camp Counsellors will be responsible for:**

- Planning, preparation, and/or execution of the program, including activities, events, transportation, and meals, both on and off-campus (all programs)
- Provide support and resources to international students in our program (all programs)
- Additional support of students registered in the Youth International English Program and Pre-University Programs
- Responding to program incidents, including student conduct, students in distress, and/or students in crisis (all programs)
- Other duties as assigned based on International Program needs (all programs)
- Direct supervision of students throughout the duration of the program, including activities, events, transportation, and meals, both off and on campus (all programs)
- Development and facilitation of middle- to high-school level club-style activities (ex. YIEP)
- Other duties as assigned based on International Program needs (attendance; store runs)

## Contract Duration

*There are two different sets of contracts available*

- Contract Type 1: S1 to S3
- Contract Type 2: S2 and S3

(\*Note – counsellors with S2 and S3 contracts will need to attend mandatory training on the week of June 7)

## Additional Job Information & Important Dates

### **Additional Job Information:**

- Selected candidates must attend a mandatory carousel interview, **anticipated** on February 21, 2026, or February 24, 2026, or February 28, 2026. **We are unable to accommodate online interviews for new or former applicants/staff. No exception.**
- Training Week (~\$717.50/week + Accommodations): **anticipated** between June 7 to June 13, 2026 (35 hours)
- Program Dates (~\$750.00 - \$902.00/week + Accommodations, up to 44 hours per week):
  - S1:** June 14, 2026 – July, 4 2026
  - S2:** July 5, 2026 – July 25, 2026
  - S3:** July 26, 2026 – August 15, 2026
- Meals in the New College Dining Hall during working hours (during program dates) will be provided as a taxable benefit
- Working hours range between 9:00AM to 1:00 AM (with the exception of Airport Pick-up weekends where support will be needed outside of this range)
- Beyond above responsibilities, tasks vary based on the operational needs of the camp
- An average work week consists of ~5-6 days, with ~1-2 days off per week operating on a rotating schedule

## Job Requirements

- Experience working in a camp/tour guide setting
- Must be a student currently enrolled in a university or college program
- Must be able to work all weekends during the contract duration
- Be able to work cooperatively with your coworkers as one team
- Be able to work independently and take initiative as needed
- High punctuality, maturity, and reliability
- High interpersonal and communication skills to build and maintain approachable, creative, and engaging student interactions and events
- Knowledge in and experience of applying principles of equity, diversity, and inclusion to work with a highly diverse staff team and highly diverse student population
- Be able to cooperatively plan, organize, and execute social and travel activities for student groups of up to 100, aged 18+(IEP, for example)
- Be able to remain calm, patient, and adaptable in high stress situations
- Maintain a positive and enthusiastic attitude around students and visiting chaperones
- A Standard Police check, completed within 18 months prior to the contract start date, is required for all hired candidates before employment begins. The contract is conditional on a satisfactory police criminal record check.

## Qualities/Assets

- Fluency in languages such as Spanish, Russian, Japanese, Mandarin, Korean, or Turkish
- Experience working with youth and/or adult students
- Experience working in an ESL environment
- Experience in a fast-paced work environment
- Experience in response to students in distress or crisis
- Familiarity with areas of interest in Toronto (especially tourist areas)

## Skills

- Written and oral communication skills
- Bilingualism or multilingualism
- Self-motivated
- Problem solving skills
- Detail-oriented and organized
- Interpersonal, management, and leadership skills

## Sample Schedule for Counsellors

*All staff are required to work a variety of shifts. There are multiple shift types.*

### Regular Shift

|                            |   |
|----------------------------|---|
| <b>12:00PM to 1:00PM</b>   | Counsellor meeting with respective coordinators (debriefing and daily logistics)& Prep                                |
| <b>1:00 PM to 2:00 PM</b>  | Unpaid Lunch break  |
| <b>2:00 PM to 5:00 PM</b>  | Counsellors meet their respective student groups for attendance, facilitate workshops or afternoon activity/excursion |
| <b>5:30 PM to 6:00 PM</b>  | Evening meeting with respective coordinators  |
| <b>6:00 PM to 7:00 PM</b>  | Unpaid Dinner Break   |
| <b>7:00 PM to 10:00 PM</b> | Facilitate/led evening workshop or activity/excursion   |
| <b>10:00 PM to 1:00 AM</b> | Night duties, as assigned by coordinator(s)   |
| <b>11:00 PM</b>            | Day ends for those with a regular shift   |

*\*Scattered 1-hour break throughout*

*\*Schedule subject to change for operational needs*

#### Long Shift

|                            |  |
|----------------------------|--|
| <b>10:00AM to 10:30AM</b>  | Counsellor meeting with respective coordinators (debriefing and daily logistics)& Prep |
| <b>10:30PM to 1:00PM</b>   | Morning Activity/Trip  |
| <b>1:00 PM to 2:00 PM</b>  | Unpaid Lunch break(time will vary)   |
| <b>2:00 PM to 6:00 PM</b>  | Morning Activity/Trip Continued  |
| <b>5:30PM to 6:00 PM</b>   | Evening meeting with respective coordinators   |
| <b>6:00 PM to 7:00 PM</b>  | Unpaid Dinner break  |
| <b>6:30 PM to 7:00 PM</b>  | Evening meeting with respective coordinators   |
| <b>7:00 PM to 10:00 PM</b> | Facilitate/led evening workshop or activity/excursion                                  |
| <b>10:00 PM to 1:00 AM</b> | Night duties, as assigned by coordinator(s)  |
| <b>11:00 PM</b>            | Day ends for those with a regular shift  |

*\*Scattered 1-hour break throughout*

*\*Schedule subject to change for operational needs*

#### Late Shift

|                            |  |
|----------------------------|--|
| <b>5:30PM to 6:00PM</b>    | Counsellor meeting with respective coordinators (debriefing and daily logistics)& Prep |
| <b>6:00PM to 7:00PM</b>    | Unpaid Dinner Break  |
| <b>7:00PM to 10:00PM</b>   | Facilitate/led evening workshop or activity/excursion                                  |
| <b>10:00 PM to 1:00 AM</b> | Night duties, as assigned by coordinator(s)  |

*\*Schedule subject to change for operational needs*

*\* Depending on the shift and shift length, camp counsellor staff are entitled to a 1-hour lunch, 1-hour dinner, and 1-hour break (breaks can be scattered); these 3 hours are unpaid. Not all shifts have a lunch break. Shifts range from 5-13 hours.*

## Apply

#### To be considered for a possible interview:

-Submit your CV by 11:59pm, January 26, 2026 to [internationalprograms@utoronto.ca](mailto:internationalprograms@utoronto.ca)

Complete the online application by 11:59pm, January 26, 2026 here: [2026 International Summer Academy Camp Counsellor Application – Fill out form](#)

For more information about the program, visit the website: [internationalprograms.utoronto.ca](http://internationalprograms.utoronto.ca)

Submit questions to: International Programs Office (Attn: Annabelle Bourzeix), at [internationalprograms@utoronto.ca](mailto:internationalprograms@utoronto.ca)

***Applications that are submitted late or that are incomplete will not be reviewed. Only selected candidates will be contacted for an interview.***