



# JOB POSTING

## Summer Staff – Charge Nurse

Muskoka

### ABOUT US

#### Help Bring Back the Joy of Childhood

Since 1983, Campfire Circle has delivered healing through happiness to thousands of kids with cancer or serious illness and their families across Ontario. Our programs are offered in paediatric hospitals across Ontario, in local communities, and at our medically supported overnight camps, offering year-round experiences that provide life-changing moments of joy, connection, and resilience.

And we're just getting started. Today, over 40,000 kids in Ontario face serious illness, many without access to the psychosocial support they urgently need. That's why we have a bold vision: to grow from serving 3,000 campers a year to 10,000. We're building a passionate, talented team to help make that vision a reality. When you join Campfire Circle, you become an integral part of a dynamic team helping to transform the lives of thousands of kids with serious illness, alongside our dedicated community of volunteers and donors.

Help us give back the joy of childhood to every kid with serious illness who needs it most.

At Campfire Circle, we are committed to making employment accessible by reducing financial barriers for our summer staff. All required training and certifications for your role are provided at no cost, in accordance with the terms of employment. Based on identified need, we may also be able to assist with additional job-related costs such as loaning camping equipment, outdoor clothing or gear, and coordinating transportation options. If you require assistance to help make your employment with Campfire Circle more accessible, please let your manager or HR know after you are hired and before your start date.

### THE OPPORTUNITY

Do our values of care, community, inclusion, sustainability, and integrity resonate with you? And do you have a desire to join a collaborative, supportive staff team where you'll make lifelong connections and develop skills that will support your success in your future chosen career path? If so we encourage you to apply through our on-line [Campfire Circle Summer Staff Application Form - 2026](#).

We are searching for Summer Staff – Charge Nurse to join our Summer Staff Team in 2026. This posting is for an existing vacancy for the upcoming summer season.

Reporting to the Director of Nursing, the Summer Staff – Charge Nurse role is accountable for leading and supporting the volunteer Medical Team. Successful candidates will enhance the function of the medical teams by being a consistent presence and supporting the weekly rotation of physicians, nurses and pharmacists. The nurse in charge will act as a team leader and resource person for the medical staff at Camp. As a member of the summer staff team, the successful candidate will be enthusiastic, passionate, personable, diplomatic, adaptable, and able to work in a fast-paced team environment.



**Start Date: Wednesday June 17, 2026**

**End Date: Friday August 28, 2026**

**Rate: \$16,000** (for the full contract)

\*Training/virtual training dates may occur prior to this date and are included in your full contract rate\*

### **Key Accountabilities:**

#### **1. Assessments and Treatments**

- a) In collaboration with the Nurse Coordinators, review of health information received from campers, staff and volunteers.
- b) Assist with initial first day assessment of campers.
- c) Provide general first aid and triage to campers as well as assessment of injuries and illness, and provision of treatment to campers, staff and volunteers.
- d) Provide diagnosis-specific care (eg. oncology treatment) under direction of the Nurse Coordinators, Director of Nursing and on-call or on-site physician, if applicable.
- e) Promote and support camper care, help adapt programs to meet their unique needs, and ensure campers are integrated into our community environment and volunteers are supported throughout their experience.

#### **2. Documentation:**

- a) Appropriate documentation in camper and staff treatment records, medication records, visit logs, and accident/incident reports.

#### **3. Medication Administration:**

- a) Ensures safe medication administration principles are followed.
- b) Administration of scheduled prescription and over-the-counter medications, and as needed medications.
- c) Administration of rescue medications such as an epi-pen or other similar device in the event of medical emergency.

#### **4. Management of Med Shed Operations and Clinical Leadership:**

- d) Ensure practice aligns with general nursing care standards (ie. reflecting on current gold standards nursing practice).
- e) Facilitate Med Shed team meetings/check-ins to promote teamwork and consensus-based decision making
- f) Provide clinical support and education to nursing staff
- g) Daily health promotion with staff, volunteers and campers regarding protocols, sun safety, sleep hygiene, healthy eating, and hydration.
- h) Respond to all major land and water emergencies (mock and actual), and participation in debriefs.
- i) Applies a quality-improvement lens and identifies potential risks and/or system issues to improve Med Shed operations.

5. As well as the above, the Team Lead will abide by the staff Code of Conduct and maintain confidentiality. The Team Lead will use skills, knowledge and judgement while practicing within their scope of practice deemed by the College of Nurses of Ontario. The nurse will



provide quality care within camping guidelines set out by the Ontario Camps Association and the Children's Oncology Camping Association.

6. Perform other duties and responsibilities as assigned by their manager or designate.

## ABOUT YOU

In accordance with our mandate of creating a caring and safe environment for children with serious illnesses and their families, we require an attestation of childhood vaccinations, criminal record checks and vulnerable sector screenings depending on the age of the applicant. Seasonal boosters against Influenza and the most recent circulating strain of COVID are strongly encouraged. We also require TB testing for all our program-facing staff. Additionally, all our staff are required to be currently eligible to work in Canada and for Campfire Circle.

Our Campfire Circle summer staff bring boundless enthusiasm, a can-do attitude, and a commitment to creating unforgettable and meaningful experiences for campers and their families. Come join the Circle!

## QUALIFICATIONS

### *Required Criteria:*

- a) At least two years leadership experience in a tertiary hospital
- b) Current Registration with College of Nurses of Ontario
- c) Current BLS (HCP) Level C & First Aid
- d) Paediatric nursing experience preferred
- e) Demonstrated ability to work collaboratively and foster positive relationships within a team.
- f) Demonstrated excellent leadership skills.
- g) New employees who are under 30 years of age at the time of hire will have their Criminal Record Check completed by the Organization, while those who are 30 years of age or older are required to obtain a Criminal Record Check with Vulnerable Sector Screening.
- h) **All members of the summer staff team must be at least 19 years of age by the start date of their contract.**

### *Advantageous Criteria:*

- a) Current G2 or G class driver's license and the ability to be covered by camp's insurance policy.
- b) APHON Chemotherapy and Biotherapy Certification
- c) Experience working in a camp environment and/or working with children in a recreational setting.
- d) Charge Nurse experience or other leadership experience in a healthcare setting.

### *Particular Working Conditions:*

- a. The role includes working outside for periods of time as well indoors in the Medical Centre. Work schedule includes days, evenings and weekends. Occasional travel long distances whether by bus or car.
- b. In consideration of the population Campfire Circle serves, the incumbent is a non-smoker.



## HOW TO APPLY

Qualified applicants are encouraged to apply through our online [Campfire Circle Summer Staff Application Form - 2026.](#)

Don't meet every single requirement in this posting? Studies have shown that people of colour and individuals who are female identifying, are less likely to apply to jobs unless they meet every single qualification. If you're excited about this role but your past experience doesn't align perfectly with every qualification or requirement we encourage you to apply anyways. You may be just the right candidate!

*AI tools may be utilized at any stage of recruitment for this role. This posting will remain open until filled. Only applicants selected for an interview will be contacted. For more information about Campfire Circle, please visit [www.campfirecircle.org](http://www.campfirecircle.org) - No phone calls please.*

## HEALTH AND WELLNESS

Campfire Circle acknowledges that the overall health and wellness of you and your family are important; for this reason, we offer an employee assistance program accessible to all our summer staff team members.

## ACCESSIBILITY & DIVERSITY, EQUITY AND INCLUSION

Campfire Circle is deeply committed to fostering a diverse and inclusive workforce that reflects the rich diversity of the communities we serve. We welcome applications from racialized persons/persons of colour, Indigenous People from North America and around the world, persons with disabilities, 2SLGBTQIA+ individuals, and those who bring diverse perspectives and experiences. Our commitment is to provide equitable employment opportunities to all and to maintain a work environment free from discrimination and harassment.

We are equally committed to providing an inclusive and accessible workplace. Applicants requiring accommodations to access our job postings and apply for roles with our organization are invited to reach out to our HR Team at [careers@campfirecircle.org](mailto:careers@campfirecircle.org) or in a manner that fits their accessibility needs, and can trust that their application will be considered equitably for our available roles. Contact information for our HR Team is located on our website at <https://campfirecircle.org/work-at-campfire-circle/>, and more information about our accessibility commitments can be found at <https://campfirecircle.org/about-campfire-circle/accessibility-at-campfire-circle/>.

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Campfire Circle acknowledges that we operate on the traditional territory of many nations, including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples, and is now home to many diverse First Nations, Inuit and Métis peoples.



On this land, we are grateful to share the magic of camp with children and families, and we endeavour to create a community of joy, hope and healing. Acknowledging the land that we occupy is just one small step on the path towards Truth and Reconciliation.