



Female Resident Assistant

YEAR-ROUND JOB DESCRIPTION

Position Details

Reports To: Year Round Program Director

Start Date: Our 2025/2026 interns begin training in the last week of August. Our ideal candidate would begin in August 2025 but could possibly begin earlier in the summer as well.

Role Type : Contract Position

Compensation: \$20,400 annually, housing and food, 15 vacation days.

Location: This role offers no remote working potential. All of the work will be done in person at our location on Mary Lake in Muskoka.

About Camp Mini-Yo-We

Camp Mini-Yo-We is a Christian summer camp and year-round retreat centre located in Muskoka on beautiful Mary Lake. We host roughly 2500+ campers a summer and another 50+ guest groups throughout the year. We have a rich history as one of Ontario's premier summer camps since we opened in 1946. Our big idea is to develop tomorrow's leaders through life-changing adventures in God's creation.

About Resident Assistant

As a Residential Assistant (R.A) at Camp Mini-Yo-We, you will play a critical role in creating unforgettable positive experiences for our Interns and guests through our Intern and Guest Group Ministries. Reporting to the Year Round Programs Director, this position is integral to the success of our Internship and guest group services.

You will be required to lead our interns through their daily tasks such as daily devotions, assisting in kitchen duties, supporting the house keeping and Operational team, and teaching activities to our groups. Your passion for adventure and commitment to safety will ensure every participant has a memorable and impactful experience. You'll work directly with school groups, church groups, and other rental groups, ensuring that the interns are led and are performing their duties as they assist in the care of our groups.

In the summer, you will assist in the Summer Camp Ministry alongside a director. Within the Summer Camp Ministry there are many areas that you will be able to use your gifts to further the ministry at Camp.

You'll be responsible for fostering a welcoming and inclusive environment that reflects Camp Mini-Yo-We's values to our Interns. Ensuring that they are growing in their faith, that they can rely on you for spiritual care and compassion.

Key Responsibilities

Community Development

- Establish, develop, mentor and maintain an open relationship with each intern.
- Be available, accessible and visible to full time staff to bridge the community of Interns to the full time staff.
- Assist Interns with their understanding of community living, working with them to create a safe, fun and developmental environment.
- Uphold community guidelines and boundaries to help the interns develop and honor the [Mini-Yo-We 6 pillars of leadership](#).
- Encourage interns to understand safety issues and concerns on and off camp property
- Encourage daily bible reading time for the interns.
- Schedule intern chore time, Examples: - House cleaning, furnace filling, closing of site
- Organize worship opportunities for the interns
- Organize social events for the interns

Customer Service and Client Relations

- Support the Full time staff in providing service to school groups, church groups, and other rental groups, ensuring their needs are met and they have a positive experience.
- Be available to help with group leaders and to their specific requirements.

Summer Activity & Instructions

- Oversee the execution of summer program activities, ensuring high-quality delivery and positive camper experiences.
- Lead, mentor, and support a team of seasonal staff, providing training, guidance, and feedback.

Safety and Risk Management

- Implement and monitor safety protocols for all activities.
- Ensure staff and participants adhere to safety guidelines and procedures.

Communication and Relationships

- All staff members are expected to take initiative in communication and ensure that all parties are kept informed as required. This person is expected to subject themselves to the lines of authority and have a passion for the organization's overall goals.

Skill Qualifications

We are seeking someone who has a positive attitude, is highly organized, communicates well both verbally and in written form, has attention to detail, and enjoys living in community! You must be excited to learn and develop new skills, be flexible enough to adjust between duties as priorities change, and enjoy working in a fast-paced environment (particularly from May to September).

There will be a strong team around you to train you in the specific responsibilities of the role. The following qualifications are an asset for this position:

- Strong communication skills, both written and verbal.
- Strong organizational abilities; plans, anticipates needs, prioritizes tasks, and maintains focus.
- Must be flexible and able to adjust quickly to changing priorities.
- Leadership ability and being a team player.
- Preferred to have experience or certifications in relevant activities such as lifeguarding, high ropes, wilderness first aid, or other outdoor education certifications.
- Demonstrated ability to work effectively in a team-oriented environment.
- Commitment to the mission and values of Camp Mini-Yo-We.

Personal Qualifications

Key to this role is a vibrant faith in Jesus and an active commitment to growing closer to him. You show “above & beyond” care for others in living out your faith. You have a servant attitude, being both helpful to all and committed to the Camp community. The person in this role must be flexible and willing to pitch in and assist as part of the team.

Applicants must be willing to sign an agreement to and accept the Camp Mini-Yo-We [Statement of Shared Beliefs](#) and [Guidelines for Community Living](#).

We are a Summer Camp & Outdoor Center

You have to be excited to live in Muskoka and serve alongside hundreds of young people who are developing and growing. You know that we “work while others play.” We understand that our work primarily happens when other people are “off”. This is particularly true during our “impact season”, the 20+ weeks from early May until Thanksgiving it is “go time” for you and your team.

Why You Should Work at Camp Mini-Yo-We

- **Incredible Culture** - Camp provides a fun and caring environment that is Christ-centered and includes morning devotions and prayer, monthly all-team meetings to stay connected, regular meals together on-site and fun community events outside of work hours.
- **Compensation** - We provide a salary, room and board, Three weeks of paid vacation. You also receive seven paid personal days when you are sick or need time away for an appointment.
- **Established & Experienced** - Camp Mini-Yo-We boasts a nearly 80-year legacy of providing the best-in-class overnight experiences for kids in Canada and worldwide. You will join a growing ministry with an experienced team, strong traditions and a focused mission to develop tomorrow’s leaders in our campers and staff.
- **Work That Matters** - Your work will make a difference by providing the best possible experience for our campers, guests and the broader community. You will be given responsibilities, not just tasks, and you will see the impact of your work through the ministry.

Interested? Good... We Need You!

Send us a copy of your **résumé** and a **cover letter** telling us a little about yourself and why you are interested in the position. The contact for this position is Jez Bell, our Year Round Program Director.

- **Email:** jez@miniyowe.com
- **Phone:** 705-385-2629