



MAINLAND TRANSPORTATION LEAD (1 Position available)

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Description

The Mainland Transportation Lead at Camp Misawannee is responsible to the Transportation Director and works directly with them. The prime concern of the Transportation Lead is to ensure the safe and timely transport of all campers departing the mainland to Swartz Bay in Victoria. Mainland Transportation Lead is responsible for a team of up to 6 transportation assistants.

Time Commitment

The role of a Transportation Lead would require one to 2 hours in April, May and June. In July approximately 8-12 hours including travel to/from Victoria on departure day.

Dates

Camp Misawannee runs for one week at the end of July into early August. July 28-August 4, 2024. Camper Departure date is July 30, 2024.

Duties and Responsibilities

- Responsible to the Transportation Director
- Coordinates with the Transportation Director during pre-departure day briefing - to review roles and expectations on departure day.
- Transmits roles and expectations to the Transportation Assistants during their pre-departure day briefing.
- Receives camper list prior to departure from Transportation Director.
- On departure day - helps to set up check -in for campers at the ferry terminal.
- Assists with check in of campers and collection of required paperwork/medicines from each camper.
- Assist parents with any questions or concerns they may have regarding the trip to camp for their daughter(s).
- Supervision of campers from the time of checking until they board the bus in Victoria at the Ferry Terminal.
- If required, contact families who have not arrived to check in.
- Troubleshoot any problems that may arise on departure day.
- Liaises with the Transportation Director on the day of departure providing updates and any pertinent information.

January 2024