



## **ISLAND TRANSPORTATION LEAD (1 Position available)**

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### **Description**

The Island Transportation Lead at Camp Misawannee is responsible to the Transportation Director and works directly with them. The prime concern of the Island Transportation Lead is to ensure the safe and timely transport of all campers from Swartz Bay Ferry Terminal to Camp Misawannee in Sooke, BC. Island Transportation Lead is responsible for one transportation assistant.

### **Time Commitment**

The role of a Transportation Lead would require one to 2 hours in June.

### **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
- Meeting the Mainland Transportation Lead & Assistants at the Victoria Ferry Terminal to receive traveling campers.
- Confirming proper paperwork and verifies correct #s of people traveling.
- Coordinates the loading of 2 coach buses at the Ferry Terminal for travel up to camp.
- Is responsible for directing the Transportation Assistant assigned to work with them on the Island.
- Supervision of campers from the Swartz Bay Ferry Terminal until arrival at Camp Misawannee.
- Responsible for double checking coach buses after campers unload to ensure no items have been left behind.
- Coordinates with the Transportation Director and Mainland Transportation Lead in the event a camper has missed the Ferry.
- Troubleshoot any problems that may arise on departure day.

January 2024