



## **TRANSPORTATION ASSISTANT/ FERRY MONITOR (2 Positions available)**

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### **Description**

Transportation Assistants at Camp Misawannee are responsible to the Transportation Lead. Works directly with transportation lead and transportation director. The prime concern of the Transportation Assistant is to ensure the safe check in and transport of all campers as they arrive to depart for camp at the Ferry Terminal in Tsawwassen. The Ferry Monitor component of this role involves supervision of campers during their travel to Victoria.

### **Time Commitment**

The role of a Transportation Assistant would require one to 2 hours in June. On departure day 8-12 hours to assist with check in and supervision of campers.

### **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 Lead
- Coordinates with Team Lead during pre-departure day briefing - to review roles and expectations on departure day.
- 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 at the ferry terminal in Tsawwassen.
- Directing and supervising campers as they depart Tsawwassen for Victoria on the Ferry.
- Assist with supervision and boarding of Camper Buses in Victoria.
- Collaborates with Transportation Lead with # of campers checked in, remaining campers to arrive.
- If required, contact families who have not arrived to check in.

January 2024