



LEADER APPLICATION

EMPLOYMENT INFORMATION AND APPLICATION FORM



**University
of Manitoba**

RETURNING LEADER APPLICATIONS DUE JAN 28, 2026, 11:59 PM
NEW LEADER APPLICATIONS DUE FEB 16, 2026, 11:59 PM

MINI U & JR BISON PROGRAMS

Summer 2026

New and Returning Leader/ Coach Recruitment
Employment Information & Application Form



Please note that the application form link can be found at the bottom of this document.

OUR TEAM

The leadership team of the Mini U & Jr Bison Programs consists of the associate director, coordinators, supervisors, lifeguards, leaders, and coaches. Our team facilitates the coordination, supervision, and execution of programs, leadership and supervision of participants, as well as the administration and customer service of the units. Together we serve children & young athletes, parents/guardians, employees, community partners, and collaborate with University of Manitoba employees.

Leaders and coaches directly lead, support, and create impactful experiences for our participants. In a variety of roles, leaders/coaches prepare lesson plans and activities, lead participants between the ages of 4 to 18, support and care for participants, execute program activities, provide customer service to families, and contribute to the administration of the unit.

Specifically, leaders and coaches support:

- Lesson plan and activity development.
- Creating leadership opportunities for participants.
- Engaging participants in program activities.
- Leadership of participant behavior.
- Participating in all program activities and lessons and sharing program information with families, children, and staff.

Our team is responsible for creating positive experiences in an engaging, welcoming, and safe environment. Leaders are selected for their understanding of what it means to lead as a part of a team. We are looking for honest, forward-thinking, competent, and inspiring leaders who are able to perform at a high level in fast-paced environments. We value continual development and select individuals who demonstrate the ability to positively contribute to the growth and improvement of our organization and the individuals on our team.

Strong interpersonal, organizational, communication, problem-solving, and leadership skills are required.

LEADERWEEK TRAINING & AVAILABILITY

Attendance at Leaderweek training is mandatory and critical for your success. Additional role-specific dates and hours are listed in each position below.

- **Leaderweek Training (June 18 – 29):** Hours vary (approx. Mon–Fri, 9am–4pm) and specific times will be outlined in your **Letter of Offer**.

QUALIFICATIONS

Education:

- Be a student of a college or university.
 - Due to the constraints of the timing of training during high school graduation and exam season, strong preference will be given to candidates currently attending a university or college.
- *See each position description below for details regarding specific qualifications.*

Experience:

- Leading children/youth in an individual or group setting.
- In physical activity settings as a participant and/or leadership role.
- Experience using positive behaviour management strategies to support children & youth.

Skills and Abilities:

- Ability to work with others in a variety of collaborative settings.
- Strong ability to empathize with children, youth, and their families.
- Demonstrate ability to create games and activities designed to engage participants in play, physical activity, and leadership.
- Expertise and/or experience with program content such as sports, special interests, leadership, diverse needs, and first aid.
- Ability to resolve interpersonal conflict amongst participants.
- Ability to communicate effectively with children, families, peers, and supervisors.
- Ability to ensure the safety of participants at all times including the management and administering of participant medication.
- Demonstrated ability to follow and execute complex scheduling and attendance reporting.
- Effective oral and written communication skills, with the ability to provide honest and professional feedback regarding program performance, procedures, and policies.
- Comfortable in 3-5ft water (with or without a PFD). In-water participation in swimming activities is required (pending pool reopening).
- Comfort and experience working in a busy, boisterous, and sometimes stressful environment.
- Ability to engage in physical activity in an outdoor setting for the majority of the day.
- Capacity to adjust to unexpected change such as adjustments to activity schedules, positions, group sizes.

CORE LEADER RESPONSIBILITIES

*These duties apply to **ALL** leader positions listed below*

- Participate in all mandatory training sessions, including Leaderweek (June 18-26) and role-specific planning dates
- Fully participate in all program activities, including pool times (pending pool reopening, 3-5ft water) and recreational activities as assigned. *If the pool remains closed, in-water participation will be waived; alternative programming will be scheduled.*
- Create and maintain an inclusive, welcoming, and engaging environment for all participants.
- Ensure the safety of participants at all times and manage participant behaviour effectively.

SPORT CONTENT POSITIONS

All positions require full participation during pool times (pending pool reopening) and recreational activities as assigned.

Head Coach

Wage: \$18.02/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 9 – Sept 4

Role-Specific Schedule: Planning (June 9–18, 42 hours total) | + Leaderweek | Leadership (July 2–Sept 4, approximately 38 hrs/wk)



This position gives strong preference to a leader who is a current Bison Athlete. Following program curriculums that have been developed with support from Bison varsity Coaches, Sport Specialists will be expected to deliver high-quality practices that engage participants in their selected sport, and challenge and progress the skills of young athletes. Coaches also create opportunities for athletes to develop leadership skills. During programs, Coaches lead athletes through practice plans and assess leadership learning outcomes.

Additional Responsibilities:

- Purchase and prepare equipment and supplies
- Set up inclusive learning spaces
- Create lesson plans

Assistant Coach

Wage: \$17.49/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

Assistant Coaches help to lead groups of up to 17 participants through their daily activities. They assist in leading sport-specific settings, create and lead activities, take regular attendance, and participate in all activities. They create an inclusive and engaging environment that provides participants the opportunity to be leaders.

If you are assigned to a Sport Development Camp (Volleyball, Basketball, Soccer, or Hockey), you will remain as an assistant coach in that specific sport for the duration of employment, all others will cycle through various sport camps.

Additional Responsibilities:

- Lead inclusive and engaging activities

Recreational Sport Coach

Wage: \$18.02/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 9 – Sept 4

Role-Specific Schedule: Planning (June 9–18, 42 hours total) | + Leaderweek | Leadership (July 2–Sept 4, approximately 38 hrs/wk)

Coaches will be required to create practice plans that engage participants in their selected sport, and challenge and progress the skills of young athletes. Coaches also create opportunities for athletes to develop leadership skills. During programs, Coaches lead Assistant Coaches and participants through practice. These positions require a leader with extensive playing or coaching experience.

Additional Responsibilities:

- Purchase and prepare equipment and supplies
- Set up inclusive learning spaces
- Create lesson plans

Group Leader (Sport)

Wage: \$17.49/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

Group Leaders help to lead groups of up to 17 participants through their daily activities. They assist in leading sport-specific settings, create and lead activities, take regular attendance, and participate in all activities. They create an inclusive and engaging environment that provides participants the opportunity to be leaders.

Group Leader (Sport) Experience: You will be assigned to a sport program that aligns with your skills. You will start the summer there to build confidence and master the basics. After this, you will rotate into a variety of different sport programs. This rotation allows you to meet new people, experience the full camp environment, and learn to be a specialist in new areas.

- 2026 Sport Group Leader offerings: Cheerleading, Flag Football, Rhythmic Gymnastics, Wall Climbing, Gymnastics, Sport Sampler, Dodgeball, Floor Hockey, Archery Fencing & Racquetball, Dance and Glow in the Dark.

Additional Responsibilities:

- Lead inclusive and engaging activities

Recreation Leader

Wage: \$17.49/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)



Recreation Leaders lead various sports, recreational activities, and games for participants. They create an inclusive and engaging environment that provides participants the opportunity to be leaders and be physically active.

Note: A portion of our recreation leader positions have been designed with increased flexibility in mind. These positions do not include employment during:

- Camp Play Days: July 2 - 3
- Week 1: July 5 - 10
- Week 5: Aug. 4 - 7
- Week 9: Aug. 31 – Sept. 4

Additional Responsibilities:

- Lead inclusive and engaging activities.

SPECIAL INTEREST CONTENT POSITIONS

All positions require full participation during pool times (pending pool reopening) and recreational activities as assigned.

Classroom Leader

Wage: \$18.02/hr (Including 1.06% Vacation Pay) | **Length of Employment:** May 28 – Sept 4

Role-Specific Schedule: Planning (May 28–June 18, 90 hours total) | + Leaderweek | Leadership (July 2–Sept 4, approximately 38 hrs/wk)

Prior to programs beginning, Classroom Leaders are expected to create hands-on lesson plans that engage participants in their selected subject and leadership development. During programs, Classroom Leaders lead Assistant Classroom Leaders and participants through lessons.

Additional Responsibilities:

- Purchase and prepare equipment and supplies
- Manage program-specific budget
- Set up inclusive classroom and learning spaces
- Create lesson plans

Assistant Classroom Leader / Group Leader

Wage: \$17.49/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

Assistant Classroom leaders help to lead groups of up to 17 participants through their daily activities. They assist in leading classroom settings, create and lead activities, take regular attendance, and participate in all activities. They create an inclusive and engaging environment that provides participants the opportunity to be leaders.

Assistant Classroom / Group Leader Experience: You will be assigned to a camp as an Assistant Classroom Leader based on your skills. You will start the summer in that program to build confidence and master the basics. After this, you will rotate into a variety of different specialty programs. This rotation allows you to meet new people, experience the full camp environment, and build skills in multiple program areas.

- *Note: You will remain within the Specialty/Classroom content area.*
- 2026 Assistant Classroom offerings: Science, Coding, Animals, Dinosaurs, Arts & Crafts, Video Gaming, Outdoor Recreation, Cooking, and Leadership.

Additional Responsibilities:

- Lead inclusive and engaging activities



OPERATIONAL & SUPPORT POSITIONS

All positions require full participation during pool times and recreational activities as assigned.

Communications Content Creator

Wage: \$19.61/hr (Including 1.06% Vacation Pay) | **Length of Employment:** May 11 – Sept 4

This role is strictly focused on communication with families and capturing the camp experience. It requires a creative individual who can tell the story of camp while bridging the gap between parents/guardians and their children.

Additional Responsibilities:

- Capture photos of camps using university equipment, ensuring that only participants with guardian-approved photo consent are included.
- Posting to social media
- Running Mailchimp campaigns (using established templates)
- Facilitate a conversation between parents/guardians and their children about their day at camp.

Inclusion Leader

Wage: \$19.61/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)



Inclusion Leaders provide 1-on-1 attention and support to participants who require assistance throughout their program experience. They support participants in becoming integrated into their group and activities. These positions require a leader who has experience working with individuals with diverse needs.

Additional Responsibilities:

- Collaborate with Leaders on the creation of inclusive and engaging activities
- The ongoing behavior modification of participants.

First Aid Leader

Wage: \$18.81/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

This position requires a leader who is currently completing their second year of the Athletic Therapy program (at minimum) and who holds a valid Sport First Responder Certification. Our First Aid Leader supports participants who have experienced an injury or are feeling ill. They care for participants by assessing and treating injuries, empathizing with participants, and communicating with families.

Additional Responsibilities:

- Lead the first aid room
- Ensure first aid supplies are readily available
- Analyze trending injuries within program activities
- Assist with early pickup/drop off
- And collaborate with the leadership team to avoid injuries.

Greeting & Goodbye Leader

Wage: \$18.02/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

Greeting & Goodbye Leaders serve as the primary point of contact for families arriving outside of standard drop-off times. They facilitate late arrivals and early pickups, ensuring children are safely escorted to their specific program location. This position requires working outdoors and managing logistical transitions while providing high-quality customer service to families.

Additional Responsibilities:

- Participate in training sessions including selected dates in May (will be outlined in letter of offer)
- Facilitate safe arrival and dismissal processes
- Communicate effectively with families regarding pickup and drop-off procedures
- Communicate effectively with other leaders and leadership team members and the ongoing behavior modification of participants.

Equipment Garage Leader

Wage: \$17.49/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 18 – Sept 4

Role-Specific Schedule: Leaderweek (June 18 - 29) | Leadership (July 2 – Sept 4)

Oversees the management of all activity supplies and equipment. They ensure that equipment is maintained, and activity packages are fully stocked.

Additional Responsibilities:

- Complete equipment inventory
- Perform minor equipment maintenance
- And collaborate with the leadership team to help manage inclement weather-based schedule changes.

Indigenous Cultural Integration Leader

Wage: \$18.02/hr (Including 1.06% Vacation Pay) | **Length of Employment:** June 9 – Sept 4

Role-Specific Schedule: Planning (June 9–18, 42 hours total) | + Leaderweek | Leadership (July 2–Sept 4, approximately 38 hrs/wk)

Preference will be given to candidates who identify as Indigenous. Prior to programs beginning, our Indigenous Cultural Integration Leader, with guidance from Indigenous knowledge holders, will develop engaging lesson plans that contribute to the support of Indigenous cultural integration and programming through Indigenous games and activities.

Additional Responsibilities:

- Purchase and prepare equipment and supplies.
- Collaborate with Indigenous knowledge holders and community members on traditional teachings of Indigenous games and activities.
- Set up inclusive, safe, and welcoming learning spaces.

APPLICATION DETAILS AND HIRING PROCESS

DEADLINES:

RETURNING LEADER APPLICATIONS DUE JAN 28, 2026, 11:59 PM

NEW LEADER APPLICATIONS DUE FEB 16, 2026, 11:59 PM

Leader candidates are considered and assessed in two rounds identified below. We appreciate the interest of all applicants, however only those under consideration will be contacted and invited to participate in the second round of assessment.

FOR NEW LEADERS

Step 1: Expression of Interest

Complete the application form by clicking the link at the bottom of this document and filling out all fields within the application and clicking "Submit".

No resumes please.

Step 2: Interview

Selected individuals will be contacted beginning February 18, 2026. The interview will occur in two parts. Candidates must participate in both parts to be considered.

Part 1: Group Information Session & Activity (Tuesday, Feb 24, 2026)

Via email, selected candidates will be invited to attend an info session from **5:15-6:45 PM** OR **7:00 – 8:30 PM**. When contacted, candidates will be told which time to attend. Here candidates will learn about our summer employment, as well as participate in an activity designed to allow the candidate to demonstrate their skills in teamwork, communication, problem-solving etc.

Part 2: Individual Meetings (March 5 -11)

Applicants selected from Part 1 will be sent an invite to attend a drop-in session for a 30-minute individual meeting. You will meet with program coordinators and the associate director to discuss questions regarding your experience with, and philosophy for, working with children.

- **Thursday, March 5:** 3:00 PM – 8:30 PM
- **Friday, March 6:** 9:00 AM - 2:00 PM
- **Monday, March 9:** 9:00 AM - 2:00 PM
- **Tuesday, March 10:** 3:00 PM – 8:00 PM
- **Wednesday, March 11:** 9:00 AM – 2:00 PM

FOR RETURNING LEADERS

**A returning leader is an individual who has previously been employed by Mini U Programs and Junior Bisons and has attended either Leaderweek or Aquatics Week.*

Step 1: Application Form

Complete the application form by clicking the link below and filling out all fields within the application and clicking “Submit”.

Step 2: Group Interview

Selected individuals will be scheduled for a group interview. The interview will include other returning leader candidates, supervisors, and members of our full-time leadership team.

- **Thursday February 5, 2026:** 2:30 PM – 3:30 PM
- **Thursday February 5, 2026:** 4:00 PM – 5:00 PM
- **Thursday February 5, 2026:** 5:30 PM – 6:30 PM
- **Thursday February 5, 2026:** 7:00 PM – 8:00 PM

CLICK HERE TO APPLY

Or follow this link: umanitoba.ca/form/summer-camp-application

ACCOMMODATIONS

Applicants who would benefit from support or reasonable accommodations to the application process are invited to connect with Ashley Gagnon via email (Ashley.Gagnon@umanitoba.ca) to discuss their request.

EQUITY, DIVERSITY & INCLUSION

The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities).

Preference will be given to underrepresented candidates. All candidates must be legally entitled to work in Canada, and are encouraged to declare on the application form if they identify as a member of an underrepresented group, such as, but not limited to, the ones mentioned above.