

Lead Instructor/Overnight Camp Assistant Manager



Organization: The Pine Project

Location: Don Valley/Humber Valley Area, Toronto (Sep-Jun); Haliburton Forest, Haliburton (Jul-Aug)

Position Type: Permanent, Full-time

Hours per Week: 37.5 hours/week average (varies seasonally)

Compensation: \$48,000 - \$52,500, plus benefits including a retirement savings plan, health benefits, and generous vacation and leave policies

Reports to: Red Wolf Manager, Outdoor School Manager

About Us

The Pine Project is Ontario's leading nature connection organization! We offer year-round nature connection programs for people of all ages in Toronto and the surrounding area, including Outdoor School, March Break programs, and highly sought-after summer camps. Each year we engage with over 2,000 children, teens, families and adults. Our programs foster confidence, competence, resilience and a deep relationship with nature in a way that is hard to achieve in more conventional learning environments.

By helping children connect to nature and teaching adults to do the same, we inspire children to respect, cherish, and care for the Earth. We are empowering the next generation of environmental stewards, problem solvers and leaders. Check out our website pineproject.org – for more info.

We are committed to promoting equity and diversity within our workplace and greater community. We are especially excited to see applications from members of equity-deserving groups, particularly people from racialized backgrounds.

About the Role

We're looking for a dedicated and adaptable leader to take on the role of Red Wolf Overnight Camp Assistant Manager and Outdoor Education Instructor. During the summer, you'll support the day-to-day operations of our overnight camp at Haliburton Forest, ensuring smooth logistics, staff support, and program excellence. During the School Year, you'll deliver engaging outdoor education programs in Toronto, inspiring young people to connect with nature and develop confidence in the outdoors.

Your ability to problem-solve, lead with empathy, and create an inclusive and supportive environment makes you a strong mentor for both staff and participants. Your organizational skills, enthusiasm for experiential education, and passion for the natural world will help strengthen our programs and deepen the impact of our mission.

You embody our core values—respect, gratitude, awareness, life-long learning, and resilience—and demonstrate a personal commitment to equity, inclusion, and environmental stewardship.

Your focus

Program Delivery and Support:

- During the Summer, support the Red Wolf Manager to oversee the day-to-day operation of Red Wolf Overnight Camp, assist with staff training, ensure program excellence, contribute to camp culture, address emerging challenges, hold parent communications, and on-site leadership.
- During the school year, provide year-round instruction in Pine's Outdoor School programs, fostering nature connection through experiential learning.
- Adapt and improve program delivery based on participant and staff feedback.

Program Planning & Administration:

- Assist in planning and preparation for Red Wolf Overnight Camp, including site setup, equipment, food planning, curriculum development, and activities.
- Support risk management planning by contributing to safety policies, emergency response plans, and ongoing staff training.
- Assist in marketing initiatives, attending job fairs, and leading info sessions.

Staff Management and Mentorship:

- Assist in onboarding and training Red Wolf Overnight Camp staff and volunteers.
- Provide performance feedback and ongoing support to seasonal staff.
- Act as a key point of contact for camp staff, ensuring a positive and supportive team culture.

Organizational Leadership

- Contribute to a vibrant, supportive, and growth-oriented organizational culture.
- Build and maintain relationships with participants, parents, and community partners.
- Help further our organizational goals in diversity, equity and inclusion
- Contribute to the development and implementation of organizational policies and procedures

Other duties as required.

Why you should apply

What You Bring:

- Experience at overnight camps and with outdoor education programs for children
- Backcountry camping and tripping experience, with a strong understanding of wilderness risk management
- Proven leadership abilities, including experience managing staff and volunteers
- Excellent project management skills—organized, detail-oriented, and able to juggle multiple priorities
- Strong communication and relationship-building skills
- Problem-solving mindset—able to assess challenges, manage risks, and resolve conflicts effectively
- Naturalist knowledge of local ecosystems and a passion for nature connection (Preferred)
- Identify with the Pine Project's mission, vision and values. Strong personal and professional commitment to equity and racial justice

What We Bring:

- Work with purpose: Make a real impact in the lives of young people and the future health of nature. Lead unforgettable outdoor experiences.
- Be part of a passionate, supportive team: A community that values connection and life-long learning.
- Grow as an educator, leader, and as an individual connected to nature.
- Spend your summer in the stunning Haliburton Forest.
- Four weeks vacation and generous leave policies
- Paid training and staff development

Required certifications:

- Valid Standard First Aid and CPR-C (WAFA, WFR preferred)

- National Lifeguard Certification (NLS) (or willingness to obtain)
- Class G driver's license with a clean driving record
- Up to date Police Vulnerable Sector Check

The Pine Project understands that the cost of certifications can be a barrier to accessing employment in the outdoor industry. If you identify as a member of a disadvantaged or marginalized group, or have faced other systemic barriers to accessing employment, we may be able to subsidize one or all of the required certifications. You do not need to disclose further details about your identity. Requests for support should be made prior to the start of employment.

How to Apply

Please submit a resume and cover letter to work@pineproject.org by April 28.

- Your cover letter should be one page and include:
- Where you saw this job posting.
- Why you are excited about The Pine Project and the Red Wolf Overnight Camp Assistant Manager role.
- A brief description of your relevant skills, experience, and aptitudes.

Applicants who do not meet all the stated qualifications but have transferable skills or experiences are encouraged to apply!

Only successful candidates will be contacted for an interview. No phone calls, please.

The Pine Project is an equal opportunity employer. We are committed to promoting equity and diversity within our workplace and greater community. We work proactively to develop a barrier-free selection process and inclusive work environment where team members feel empowered to express authentic ideas and experiences. We welcome applications from all qualified applicants with an interest in advancing our mission, vision and values. We especially encourage applications from members of disadvantaged and marginalized groups, including those who identify as Black, Indigenous and People of Colour, persons with disabilities, women and/or LGBTQ2S+. If contacted for a job opportunity, please advise us of any accommodation measures required to enable you to be assessed in a fair and equitable manner. Information received will be addressed in confidence.