

GOOD SPIRIT BIBLE CAMP

Staff Positions



Position: Program Director

Goal: To give overall direction to the camp programming, specifically regarding leading the activities and events featured by the camp each week, and to work with the Camp Director in developing new activities and events and assist in mentoring staff.

Requirements:

1. Minimum 18 years of age or graduated high school.
2. Have a relationship with Jesus Christ and show signs of Christian growth.
3. Must be involved in a church.
4. Must possess spiritual and social maturity and strong leadership skills.
5. Fill out and send in a Program Director application including references and a Criminal Record Check.
6. Must have previous camp experience and a heart for camp ministry.

Remuneration: \$624 per week. \$656 for returning staff. Bursaries are available for post-secondary students.

Responsibilities:

1. Work with the Camp Director during May and June in planning all details of the summer camp sessions and arrange for any supplies needed for their operation.
2. Work with the Camp Director and Maintenance to clean and prepare camp for operation.
3. Work with Camp Director and other spring staff to prepare and lead school rental program.
4. Be in communication with Administrative Assistant regarding any needs for camp program.
5. Assist the Camp Director during staff training skills sessions to orient staff to rules and policies. Attend all other sessions during staff training.
6. Lead activities during College and Career Retreat and Family Camps.
7. Organize, lead, and delegate staff to lead a children's program during the Family camps.
8. Plan and lead the staff and campers through activities indicated on the daily schedule and make appropriate changes based on weather, camper response, etc.
9. Alongside other staff (Director, speaker, etc.), plan and prepare for chapel and campfires. Duties include picking music with the worship leader, organizing chapel games, MCing chapel sessions, and delegating staff to help.
10. Lead a skill activity if needed.
11. Take responsibility for the welfare of the campers which includes maintaining health and safety practices; ensuring that the staff are seeking to minister to the total needs of the campers, and exercise appropriate discipline as needed.

12. Be sensitive to the needs of the staff for rest, spiritual renewal, recreation, and discipline, and approach the Camp Director with any concerns.
13. Plan wide games and ensure that required supplies are available.

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14. Help organize and lead special events such as beach days, night games, movie nights, carnivals, camp fun days, overnights, guys/girls' nights, etc. and plan and make campers and staff aware of any theme meals.
15. Be prepared to help in any other area of camp.

Working relationships:

1. Report to and work with the Camp Director.
2. Work with all staff including Office Admin./ Admin. Assistant, Cooks, Speakers, Maintenance, Nurses, Cabin Leaders, etc. to organize and run programs.
3. Senior and Junior Cabin Leaders and LIT's report to you and Camp Director.

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