

Camp Manager

Potential period and pay: Jun 29-Aug 25, 2026; 35 hrs/week, \$18.60/hour; some voluntary hours in planning.

Tasks and responsibilities

- Work under direction of the Children's Pastor and/or the designate to manage all the planning teams, communication with camp-co-ordinator, volunteer caring groups, and lead a group.
- Work with the Children's Pastor and/or the designate to assess (MBTI), develop the social development plan (SMART) and monitor the agreed measurements with daily briefing and debriefing, coaching, and mentoring.
- Adhere and keep health and safety of the campers according to all relevant church policies and procedures, e.g. Incident Report.
- Attend all required training programs: Plan-to-Protect@ (P2P), counselor orientation, technology training including AI, and team-building sessions on planning, budget, collaboration, prioritization, time management, communication, implementation, critical thinking, problem solving, conflict resolution.
- Collaborate, lead, encourage, and support campers in age-appropriate indoor and outdoor activities for campers' social development.
- Use AI as a tool, not a replacement, to assist with content creation, planning, and organization to enhance discernment, prayer, and build relationships.
- Collaborate, lead, encourage, and enable Counselors-In-Training for leadership development.
- Manage and monitor campers' behaviors, safety, and well-being.
- Set up and clean equipment and supplies for daily camp activities.
- Record and report using office software for camp-related issues and reflect, and act as liaison to parents.
- Research and discuss on government health requirement, local demographic, on-site audience, general management, social and spiritual development for the camp.

Requirements

- Must be a born-again Christian who is passionate about Jesus and leading children to Jesus.
- Demonstrates commitment to church and spiritual growth by regularly attending worship service and church activities (e.g. Sunday School, fellowship, small group, etc.).
- Humble, teachable in selflessness servanthood.
- Experience in children's summer camp planning and delivery.
- Proficient oral and written communication skills in English.
- Strong organization skill.
- Enthusiastic and creative in teaching children in person.
- Effective team worker, highly productive self-starter with regards to planning, research, and operation, and able to plan and direct staff in executing their roles.
- Must have Police Vulnerable Sector Check of Toronto clearance prior to commencement of the camps (18+ years old).
- Asset: Chinese (Cantonese, Mandarin), Certificate of ECE, AI knowledge, First-Aid, and CPR; experiences with children and/or children with special needs and/or accessibilities challenges.

While we appreciate all responses, only candidates under consideration will be contacted.

Please send resume to cbc@tscac.org by May 8, 2026.