

## **Camp Director**

Employment period: Jul 2-Aug 27, 2024; 20-35 hrs/week, some voluntary hours in planning

### **Tasks and responsibilities**

- Work under direction of the Children's Pastor and/or the designate to plan and co-ordinate camp events onsite according to Ontario and Toronto rules and potentially online.
- Work with the Children's Pastor and/or the designate to develop the social development plan and monitor the agreed measurements.
- Adhere and keep health and safety of the campers according to all relevant church policies and procedures, such as, but not limited to, church reopening procedures, incident report, etc.
- Attend all required training programs, engaging on-line, Plan-to-Protect© (P2P), counselor orientation, program training, and team-building sessions.
- Plan, manage, and supervise all camp budget, programs, camp reunion day, organization and storage of all camp supplies and materials required.
- Lead, encourage, and enable Counselors and Counselors-In-Training for leadership development.
- Lead, encourage, and support campers in age-appropriate indoor and outdoor activities for campers' social development.
- Manage and monitor campers' behaviors, safety, and well-being.
- Ensure set up and clean equipment and supplies for daily camp activities, packaging materials for daily usage/storage.
- Record and report using office software and act as liaison to parents.

### **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.
- Passionate leader and able to plan and direct staff in executing their roles.
- Proficient administrative skills: MS Office, Google Docs, One Drive.
- Proficient oral and written communication skills in English.
- Strong financial and organization skill.
- Enthusiastic and creative in teaching children.
- Effective team worker, highly productive self-starter with regards to planning, research, and operation.
- Must have Police Vulnerable Sector Check of Toronto clearance prior to commencement of the camps.
- Asset:
  - Certificate of ECE, First-Aid, and CPR; experiences with children and/or children with special needs and/or accessibilities challenges.
  - Experience in Children's summer camp and teaching in person.
- Experience with youth leadership training.

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

Please send resume to [cbc@tscac.org](mailto:cbc@tscac.org) by May 3, 2024.