



Summer Camp Program Director Job Description

RESPONSIBLE TO: Camp Camrec Program Committee

Summary

The Summer Camp Program Director prepares for and leads the summer camp programs at Camp Camrec.

Responsibilities

- Prior to the beginning of our summer camp program, the director will be involved with selection of cabin counselors and preparing them for their roles at camp.
- Direct the daily activities of summer camp including setting the schedule, supervising staff, and ensuring that safety rules are followed. Some tasks may be delegated to others, but it is ultimately the Summer Camp Program Director's responsibility to ensure the smooth running of each camp.
- Produce a camper newsletter to be distributed at the end of each camp.
- Administer camp evaluation surveys of campers and staff. Results should be sealed and delivered to the chair of the Program Committee.
- Prepare a summer camp summary report for the Program Committee after the conclusion of the final camp.
- Report to the Program Committee.

Qualifications

- A Christian faith compatible with the [Confession of Faith in a Mennonite Perspective](#).
- Leadership and Christian camping experience.
- Good listening and communication skills
- Ability to be impartial
- Ability to provide support and guidance for staff and campers
- Flexibility
- A genuine interest in working with and caring for young people and children at camp
- Enjoyment of people and enthusiasm for life
- An understanding of the camp safety and health regulations, and emergency procedures

Compensation

Summer employment at Camrec is voluntary service. Camrec provides the Summer Camp Program Director with benefits and a stipend that helps with expenses. These include:

- Meals and lodging
- Stipend of \$500 per week of camp