



Creating Space...

...to experience creation, build community, provide refuge, encounter God, and transform lives.

DAY CAMP ON-SITE DIRECTOR

Tilikum Day Camp

OPENING DATE: October 17, 2019
EMPLOYMENT PERIOD: Full time May-August

QUALIFICATIONS/REQUIREMENTS:

- Christian commitment and lifestyle consistent with Tilikum's Lifestyle Policy as described within the job application.
- Attitude of flexible, dependable service, consistent work ethic and a commitment to Tilikum and its ministry goals. Willingness to do minor, necessary and sometimes dirty details.
- Be at least three years out of high school or junior status in college, with at least one summer on Summer Staff at Tilikum.
- Good physical condition including the ability to manage rugged terrain and lift 50 pounds.
- Ability to work effectively, creatively, and enthusiastically with a variety of ages, both children and adults.
- Ability to coordinate administrative tasks in an organized, efficient manner. Detail oriented.
- Strong communications skills for effectively teaching staff, leading Bible lessons, and giving clear, concise instructions to campers and counselors.

RESPONSIBILITIES:

- **Program Development (May, with optional winter & spring meetings as available/willing)**
Together with the Camp Program Director, develop, plan and implement the summer theme, activities, and curriculum.
Together with the Camp Program Director, develop, plan, and facilitate staff training.
Responsible for camp set up as well as any necessary deep-cleaning projects prior to summer program.
- **Staff Leadership**
Build and maintain a healthy community with all staff members.
Conduct regular staff meetings to problem-solve, encourage one another, and evaluate program.
Coordinate and supervise daily activity schedules for day camp program staff.
Supervise clean-up and maintenance responsibilities.
Coordinate and conduct performance/activity evaluations for each of the program staff.
Other duties as assigned
- **Program Leadership**
Coordinate and lead teaching times each day with assistance from other program staff.
Coordinate and lead opening and closing activities and family nights with assistance from other staff.
Lead volunteer counselor daily meetings focused on training, problem-solving, encouragement, and redirection.
Assist staff with camper management (this will sometimes mean providing appropriate disciplinary measures for campers who behave in a way that makes it unsafe for them to be with their group)
Other duties as assigned by supervisor.
- **Office Support**
Assist with administrative management of camp office (organizing documents, first aid assistance, contacting parents/guardians, etc.).

COMPENSATION: Salary dependent upon experience starting at \$3,400 + Summer housing
REPORTS TO: Camp Program Director

