



Parkway Bible Church

77 Ivordale Crescent • Scarborough, ON • M1R 2M5 • (416) 445-2820 • Fax 445-1838

SUMMER DAY CAMP 2012

Camp Director's Job Description

Directly Accountable To: Pastor Steve Norton - Day Camp - Co-Ordinator

Term of Employment:

Around April 30 thru August 17, 2012

Salary: Between \$ 7,600 and \$ 8,600

Job Description

Complete planning and implementation of six week program and activities for a summer Day Camp program for between 20-40 campers.

Lead camp staff in daily meetings, supervision of jobs etc.

Supervise campers during all activities, trips, and events.

Disciplining staff and campers as necessary while following established procedures

Create an atmosphere of high staff morale

Maintain positive public relations with parents, visitors, and the general public at all times.

The Camp Director will be supervised by the Camp Co-Ordinator who is on full time staff at Parkway Bible Church.

The Camp Director will:

- plan and implement a six week Day Camp program and activities
- lead Camp staff in daily briefings and supervision of jobs
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- discipline staff and campers as necessary
- create an atmosphere of high morale
- create growth opportunities and mentoring for the Assistant Director in administration, personal development, working with children, programming etc.
- maintain positive relationships
- create an outstanding Day Camp environment for our community

General Qualifications

- A committed and growing Christian in agreement with our statement of faith
- Poses a good and positive attitude at all times
- Organizational and administrative skills
- Ability/experience to work well with children
- Ability to work with a team of committed people
- Ability to teach and public speak is an asset
- A sense of responsibility to a task.
- Special consideration will be given to candidates who have experience working/volunteering with children, those studying in the educational field/ early childhood education etc.