

JOB DESCRIPTION



Position Title and Age Requirement: Activity Leader, 18 years old by June 1, 2019

Job's Time Frame: June 12-August 16, 2019

Reports To: Day Camp Manager, Resident Camp Manager

Key Work Relationships: counselors, fellow Program Staff (crafts, adventure, waterfront, media)

Position Summary

The Activity Leader is responsible for running the daily big group games and group activities for Day and Resident Camp, as well as organizing Skill Groups and planning and actively participating in Theme Time in Day Camp. They may be asked to help out with evening events in Resident Camp. They must have creative ideas and great communication skills. They may lead general team building activities.

Key Job Functions

- Plan, prepare, and lead big group games for Day and Resident Camp every day
- Schedule, organize, and lead Skill Groups every week
- Actively participate in the planning and execution of Theme Time in Day Camp
- Assist with evening activities in Resident Camp
- Ensure camper safety at all times
- Instruct counselors on how to assist in leading games and activities and ensure safety
- Set up before and clean up after games and special events
- Keep storage areas clean and orderly every day and handle camp equipment with care
- Conduct an end-summer equipment inventory, report needs promptly
- Learn and follow emergency protocol as needed
- Attend morning staff meetings and devotions
- Fulfill early and aftercare duties as assigned in Day Camp
- Be in constant communication with the Camp Managers regarding schedules and events
- Assist with camp evaluation
- Other tasks that contribute to the smooth running of the ministry and a great camper experience

Experience and Qualities

- Experience in leading activities
- Comfortable leading large groups
- Committed follower of Jesus Christ with sufficient knowledge of the Bible
- Creative and innovative
- Responsible and reliable, demonstrates high level of integrity
- Safety oriented
- Takes initiative and flexible
- Great communication skills
- Outgoing, energetic, and passionate
- Organized
- Endurance and perseverance

Working Conditions and Physical Requirements

- Must be able to maintain leadership and emotional stability while completing tasks, sometimes with little sleep and under stress
- Ability to stay energized from early morning till evening maintaining a positive attitude
- Must be able to participate in high-energy games and activities (including but not limited to running, jumping, climbing, hiking in the woods, and swimming)

The above statements are intended to describe the general nature, types of work performed and qualifications required of staff members assigned to this position. They are not intended or should be taken as an exhaustive list of responsibilities, duties, and requirements. All indicated qualifications, duties and requirements are essential job functions for purposes of the Americans with Disabilities Act (ADA).