



Camp Hebron

There's no place quite like it!

Day Camp Director *Job Description*

General Statement of Responsibilities:

Plans, organizes, and implements the day camp schedule for day campers, supervising and coordinating all planned activities. Supervises Day Camp staff as they are involved in activities. Be available for pre-care on Monday mornings and post-care on Friday evenings – the times when connecting with parents/guardians is most crucial.

Timeframe:

Camp Hebron's Day Camp will consist of 8 weeks of programming for children entering grade 1st–6th (roughly ages 6–11). This seasonal position identified below will consist of up to 11 weeks of employment. Camp hours are from 9:00 am to 4:00 pm. Pre-care hours are from 7:00 a.m. to 9:00 a.m. and Post Care hours are from 4:00 pm to 5:30 pm.

Reports To:

Program Director

Helpful Pre-requisites:

- Mature (minimum age 21 preferred), proven spiritual maturity
- Plan & lead Bible studies and lesson plans that are age appropriate for Elementary students
- Experience leading a small team of peers/ staff
- Group management experience and discipline

Specific Duties:

- Pray for the staff and campers on a daily basis
- Plans, coordinates, and implements weekly schedules
- Write or edit an 8 week interactive Bible curriculum
- Leads group activities, including but not limited to large & small group games, discipleship and Bible exploration
- Conducts regular staff meetings for planning and delegating responsibility and discussing problems
- Gives ideas, guidance, spiritual mentoring to day camp staff (as applicable)
- Set the tone for the general atmosphere of day camp, stimulating staff and camper morale with enthusiasm, being aware of needs and problems, and doing whatever possible to create a positive experience for all
- Ability to establish an effective working relationship with parents, employees, and the children
- Responsible for the care of equipment and facilities
- Navigate conflict between campers with appropriate disciplinary actions

Qualifications for All Staff:

- A professing and active Christian faith, including regular quiet times of Scripture reading and application, prayer, worship, and fellowship with other believers
- Understanding of age characteristics of campers ages 6-11
- Spiritual and emotional maturity, personal integrity and honesty
- Desire to be a Christ-like role model for campers, guests, and fellow staff, and possess a genuine love for and desire to serve others
- Willingness and flexibility to cheerfully perform tasks and duties beyond those typically assigned
- Physical stamina and ability to daily perform duties assigned
- Understanding of and support for Camp policies, mission, and summer program goals