

Job Title: Day Camp Program Manager

Department: Program

Reports to: Camp Director

Position Summary:

The Day Camp Program Manager's responsibility is to manage the day camp program. You will be required to develop the program and implement day camp staff leadership, administrative responsibilities, and spiritual leadership. You must have a growing, strong relationship with the Lord and a desire to love God and others.

Specific Responsibilities

- Assist in the leadership of the Day Camp program
- Teach during bible times or coordinate the teaching
- Disciple and mentor day camp staff
- Communicate with the LGCC staff and constituency
- Schedule and coordinate day camp staff, recreation, assisting and leading
- Order supplies (program)
- Ensure safety of campers -- emotional and physical
- Represent camp well to parents and campers during drop off/pick up
- Spiritual Leadership - to lead campers and co-workers spiritually toward Christ. To live an exemplary life and to have a focus of love for the Lord and others

Essential Qualifications

- Mature and ongoing relationship with Jesus Christ--ability to lead by example and word
- Honesty, not perfection in Christian walk
- Ability to have fun and keep a good attitude amidst adverse conditions
- Commitment to camp ministry and its values
- Possess Christian attitude and conduct
- Well-grounded in the Word of God
- Be able to work and communicate with a variety of people

*This job description is by no means all inclusive. It is an overview to provide a general idea of what the position involves. There will be other camp duties involved and on occasion you may be asked to fill in for other positions when the need arises.

Employee Review:

I have read the above, and understand that it is intended to describe the general content of and requirements for performing this job. It is not an exhaustive statement of duties, responsibilities or requirements. I understand that this description does not preclude my supervisor's authority to add or change duties or responsibilities, and understand that the performance of other duties will be required from time-to-time in order to meet the ministry's needs. I have been given a copy of this description.

Staff's Signature: _____

Date: _____