

Assistant Camp Director

Primary Function:

The Assistant Camp Director will work on the Summer Camp Team to implement a 5 day a week adventure camp for children ages 6-12 that will focus on helping participants love and serve Jesus Christ.



Work Times: 8:00am - 4:00pm Monday to Friday

Excluding Holidays

Dates: _____

Responsibilities:

Prior to Camp:

- Support Camp Director in leading camp ministry during camp season by:
 - Assisting with hiring process
 - Planning and preparation of weekly camp activities in consultation with Camp Director
 - Scheduling volunteers to help throughout the summer
 - Shopping for needed materials
- Complete required paperwork from Canadian Summer Jobs Grant
- Participate in the leadership of activities/games for Serve 2025
- Other duties as assigned by Camp Director and/or Pastor of Faith Formation

During Camp:

- Facilitate daily check in and out of campers
- Lead group games and activities as directed by Camp Director
- Be available to lead daily devotions for campers
- Assist in daily meetings/devotions with staff and volunteers
- Engage with children during various activities and lead a small group each week
- Assist in facilitation of weekly Friday Family Feast's
- In conjunction with Camp Director, solve any needs or concerns of campers or parents
- Ensure that upcoming activities are ready for campers by the time they arrive
- Ensure areas used for camp are cleaned up at the end of each day
- Document footage to be used in promotional materials
- Demonstrate Christ like qualities during and outside of camp hours
- Other duties as assigned by Camp Director and/or Pastor of Faith Formation

Qualifications:

- Minimum age of 19
- Have reliable transportation to and from Gateway CRC
- Receive a criminal record check and vulnerable sector check and undergo Gateway's Safe Church training
- Have a desire to serve the Lord through ministry and a willingness to share the Gospel of Jesus Christ with our Campers
- Willingness to follow direction and work as a team with strong leadership and organizational skills
- Ability and experience interacting appropriately with all ages
- Leadership experience