



## CAMP SPIRIT SUMMER 2024

**Position:** Camp Spirit Junior Coordinator

**Reports to:** Camp Spirit Director

### CAMP SPIRIT

Rooted and Growing in Love

### CAMP SPIRIT VISION

In partnership with local United Church congregations, Camp Spirit provides equipped leaders to nurture the spirit of each child, in order to support children and families to live lives of faith, hope, and compassion in the world.

### PURPOSE AND SCOPE OF THE WORK

The **JUNIOR COORDINATOR** is an integral part of the team that implements the Camp Spirit Program each day. Each **JUNIOR COORDINATOR** will be responsible for an age specific group each week: Kindergarten, Grade 1-2, Grade 3-4, Grade 5-6. For some weeks of camp, a **JUNIOR COORDINATOR** may be required to work with a different age group than the one they work with primarily.

The **JUNIOR COORDINATOR** works directly with the children at Camp Spirit. Successful candidates will bring a positive attitude, a love of children, and a willingness to work as part of a team. Junior Coordinators must be 16 years or older.

### RESPONSIBILITIES

- Work as part of a team with the other Camp Spirit staff, Youth Crew, Site Coordinators, and volunteers.
- Plan for and lead one of the Camp Spirit age groups.
- Implement the Camp Spirit 2024 summer curriculum for their age group (*generally mornings will be spent in specific age groups led by a Coordinator*).
- Orient, guide and assign tasks to Youth Crew working with their age group each week.
- Assist in a wide variety of Camp Spirit coordination tasks.
- Ensure the safety of the children in their care.
- Maintain safe practices.

### TYPICAL DUTIES:

- Prepare and oversee the leadership of program (9am – 3pm Monday – Friday).
- Participate in afternoon and all camp activities as assigned on a weekly basis.
- Lead a small team of Youth Crew assigned to age group for the week.
- Ensure all activities and camp environment align with the vision and values of Camp Spirit.
- Participate in weekly supervision meeting.
- Participate in daily summer staff meetings.
- Some examples of specific daily duties:
  - Set up and clean up age group room.
  - Provide hands on leadership in a variety of ways - including but not limited to:
    - Sharing bible stories using a variety of media (*each Junior Coordinator will be required to learn and tell Godly Play Stories*).
    - Open and close each day with prayer and a spiritual practice (*resources provided*)
    - Introducing art activities and sharing them with children
    - Modelling and teaching games and other activities with children

- Participate in music and drama.
- Support and care for children with love and respect.
- Gather and prepare resources and materials for each day's program experience.
- Participate in the leadership of opening and closing worship gatherings.
- Support the work of Youth Crew and other volunteers in a respectful and appreciative way.
- Know the Fire Safety Plan and Emergency Preparedness Plan for each facility.
- Know the safety plan for all off site events and be responsible for your part in plans.
- Connect with caregivers at drop off and pick up each day to ensure that campers are supported, welcomed, and engaged.
- Work collaboratively in a team.
- Communicate effectively with people of all ages: parents, adult and youth volunteers, and children.
- Provide welcome and hospitality to all.

### **EDUCATION, TRAINING, AND EXPERIENCE**

- Significant experience in leading children.
- Previous experience as part of Camp Spirit Summer Staff is an asset.
- Experience in collaborative team leadership.

### **SKILLS AND ABILITIES**

- Capacity to communicate the Camp Spirit mission and values.
- Ability to adapt and implement curriculum or programs with children.
- Proven communication skills with individuals and groups.
- Able to organize and be attentive to detail.
- Able to work in an environment where interruptions are frequent.
- Confident speaking to and directing large and small groups of people.
- Willingness and ability to provide leadership and to work collaboratively with a team.
- Open to working with biblical and theological concepts and stories.
- Capacity to be healthy and centered amid multiple and varied work demands.
- Demonstrated ability to work in an ordered and organized manner as well as a capacity to be spontaneous, flexible, and to take initiative.

### **JUNIOR COORDINATORS WILL BE REQUIRED TO**

- Travel both locally and longer distances.
- Provide a Police Information Check including Vulnerable Sector Check (if staff member is 19 years or over)
- Have access to transportation to commute for training and weeks of camp  
(*Traveling teams will be assisted by Homestay hosts with transportation to Camp Spirit each day*).
- To stay on site for the whole day of camp including breaks

### **COMPENSATION**

- Remuneration is based on the applicant's experience. This is a 40 hour per week position from July 1<sup>st</sup> to August 30<sup>th</sup>, 2024.

### **APPLICATION PROCESS**

Applications will be open February 5<sup>th</sup>, 2024. Apply here: [Camp Spirit Job application](#)