

# Bethany Summer Camp Director

An exciting opportunity is available at Bethany Christian Reformed Church (CRC) in Fenwick, Ontario. We are seeking an engaging and motivational leader to be Bethany's next Summer Camp Director. The Director will be responsible for the overall management of the camp, as well as, ensuring the provision of memorable high-quality summer camp experiences for all campers.

**This is flexible part-time work from home/Bethany between March and June. The position becomes full-time at the Bethany CRC from end of June through August 2024.**

Looking for an applicant whose life demonstrates the Fruit of the Spirit and leads by example. The leader would have a desire to share the love of Jesus to those that may not know Him and with children in a manner appropriate to their understanding.

In this role you will:

- Apply for grants and other funding programs (such as writing letters to local Lions' Clubs and other community groups that may offer funding) in coordination with the Office Administrator, if requested/needed
- Create, plan, coordinate, and deliver camp programs
- Prepare for the camp, including inventory control, purchasing, organization, setup, donation lists, etc.
- Oversee and manage all summer camp operations, including staff recruitment and training (including volunteer recruitment and training) – orientation and operating manual will be provided
- Oversee site management
- Develop budgets in partnership with the Administrator
- Provide weekly updates to the congregation of Bethany Christian Reformed Church and the summer camp community regarding the needs (such as donations) and successes and/or prayer requests of camp
- Participate in the Summer Camp Commissioning church service in June at Bethany Christian Reformed Church and a possible wrap-up community event in August for camp and the larger community (such as "The Diamond", a community BBQ and worship evening at Centennial Park)
- Manage finances for all programs to ensure budget goals and targets are met
- Manage the camp's communication, promotions, marketing, and social media
- Implement strategies and systems to optimize safety for campers and staff
- Ensure compliance with governmental and regulatory requirements (e.g., Niagara Region Public Health) health (including COVID-19), hygiene, prevention, including daily screening procedures; ensuring all staff, campers and parents are well versed and adhering to such policies, procedures and requirements at all times

**Desired qualifications:**

- Demonstrated healthy and growing faith life and walk with the Lord to lead by example
- Proven ability to effectively manage and lead others in a team atmosphere
- Strong skills in budget management, strategic planning, and organizational development
- Strong interpersonal and communication skills – verbal and written
- Skilled in problem-solving and adaptable
- Demonstrated ability to coach, support, and motivate others
- Knowledge of children's stages of learning and development
- Experience accommodating children with exceptionalities
- Ability to work independently, while prioritizing and managing multiple tasks
- Good knowledge of Microsoft Word and Excel, and willing to learn new computer programming tools
- Current standard first aid and CPR-(C) certification, or willing to obtain by June
- Flexible attitude and a positive outlook

A Police Background Check will be required for this position.

If you are interested, please apply to the Bethany HR Team by providing your cover letter (*with a statement of faith*) and resume by email addressed to the HR Team by **Friday, February 2, 2024** at [info@bethanycrc.ca](mailto:info@bethanycrc.ca)