



Program Director

Position:

The Program Director oversees various areas of camp where all program activities happen. This key staff member must be hard working, organized, detail oriented and accountable. Their responsibilities include staffing program activities, supervision of campers, operation of evening activities, and operation of various critical activity areas.

Reports to:

MRO Director

Qualifications:

20 years of age or older, High School graduate; one year or more of college preferred.
Camping experience preferred.
Enthusiastic in regards to working with children between the ages of 11 – 17 in the outdoors.
Personal relationship with Jesus Christ.
Strong willingness to learn, lead, and serve.
Good communication skills with co-workers, campers and adults.
Must hold valid CPR, Co2 filling (provided onsite), and LGT certifications.

General Responsibility:

Maintain a highly inviting spiritual tone with campers.
Role model a faithful child of God through words and actions to campers and to the camp family.
Provide leadership and guidance for camp activities and critical control points.
Plan, schedule, and execute activity areas and evening program.
Participate in the general planning of camp programs.
Maintain all program equipment in good repair and report maintenance needs to the Facilities Director or Camp Director.
Keep Camp Director informed of all program operations.

Specific Responsibilities:

Meet regularly with Head Counselors to make sure program implementation is happening and appropriate coverage exists.
Coordinate all program food requests with Food Service Director.
Update Staff Manual with all programmatic changes over time.
Help with creation of the shift schedule and update it throughout the session as necessary.
Plan end of session banquets.
Have signup sheets ready each morning before breakfast. Once they have been filled out make sure each camper has signed up for an activity for each period.
Actively problem solve throughout the day as needed.