
CAMP DIRECTOR

POSITION DESCRIPTION

WAYZATA COMMUNITY CHURCH

POSITION SUMMARY

At Wayzata Community Church we are inspired by the love of God made known through Jesus. Each session of our summer camp is a microcosm of God's people coming together to discover what the inclusive love of Jesus can mean in our lives, in our world, and in our personal relationships with God. The Camp Director is responsible for the ongoing design, implementation, and evaluation of WCC's Summer Camp vision, the day-to-day management of all on-site Camp functions including management of Camp Staff, oversight and management of the Summer Camp budget and all communications between WCC Summer Camp and the wider church community. The Camp Director also coordinates and assesses the needs and interests of camp populations and families to ensure program delivery that is safe and fulfills the core values of WCC Summer Camp relational ministry model. The Camp Director serves on the WCC staff throughout the year providing programmatic support to the Family Ministry on an ad hoc basis.

Key Responsibilities

Summer Camp Ministry

1. Ongoing design, delivery, and evaluation of WCC's Summer camp program
 - Maintain the overall programmatic style of camp.
 - Design and ensure delivery of programs and activities appropriate to the campers ages and interests and in alignment with WCC's mission, vision, and core values.
 - Remain current and knowledgeable on the developmental needs of children, youth, and young adults as it pertains to camp.
 - Annually solicit and analyze input from youth, families, and staff regarding the quality, safety, and faith formation opportunities of the program.
 - Develop, implement, and oversee all waterfront and aquatic programs and equipment, including crisis and risk management procedures and watercraft maintenance and storage.
2. Camp Management
 - Provide overall management, leadership, and direction to the WCC Camp Staff team.
 - Oversee and direct all WCC Summer Camp safety procedures and protocols.
 - Provide ongoing and consistent feedback to the WCC Summer Camp leadership team.
 - Oversee and support all programmatic aspects of WCC's Summer Camp ministry.
 - Serve as the point person for all communication between WCC Summer Camp and the wider church and community in collaboration with WCC's Communication Manager.
 - Direct and provide open and consistent communication with camp facilities' management and vendors on behalf of WCC Summer Camp.
 - Actively participate in all Summer Camp programming, providing a welcoming and inclusive presence for all Camp Staff, campers, and the wider church community.

3. Camp Staff Hiring and Training
 - In collaboration with the WCC HR Manager, recruit, evaluate and hire all summer camp staff.
 - Work with the WCC Accountant/HR Coordinator to ensure all summer camp staff submit necessary pre-employment forms and complete required WCC staff training.
 - Develop and implement training to prepare staff and counselors for all aspects of Summer Camp programming and work.
 - Conduct pre-camp training and orientation sessions as feasible.
4. In collaboration with the Director of Operations, oversee WCC Summer Camp financial management and fund development operations to allow for adequate annual funding and to meet long-term goals.
 - Develop and monitor the budget for the camp operations and report exceptions to the Director of Operations
 - Develop and implement a health and safety plan for summer camp considering WCC, CDC, and Minnesota Department of Health guidelines and regulations.

Family Ministry Team (FMT) Support Functions

- Work with FMT to support Middle School and High School ministry through the program year including helping with music leadership, weekly ministry leadership, and/or special projects.
- Develop relationships with the Directors of Middle School and High School Ministry and lay leaders to collaborate on creative ministry options for students.
- Other duties as assigned by supervisor.

Essential Job Functions

- Physical endurance to be on one's feet walking, bending, twisting, reaching above head, and carrying items, etc. In other words, being physically active for an extended period and can run or walk fast 1/4 of a mile without stopping
- Ability to work in a variety of outside weather conditions – heat, cold, humidity, wind, precipitation, lake water recreation, wooded areas and environmental factors associated with the out of doors
- The ability to work extended and irregular hours delivering camp programming.
- Ability to stand, stoop, kneel, crouch, walk, reach, use hands/fingers (dexterity)
- Possess visual and auditory ability to identify and respond to environmental and other hazards related to the camp program
-

Personal Qualities

- Passionate – Possess a passion for camp ministry that is transformational and faith enriching for people of all ages
- Engaging – Convey a warm, engaging presence with all campers, staff, and key stakeholders
- Creative – Bring creative, new ideas for relational based curriculum, delivery, and programming
- Experientially Focused - Hold a deep appreciation for God's creation and seek to

- cultivate experiences for all ages to engage in nature directed programming
- Flexible – Willing to grow in leadership in response to a changing congregation and world
- Servant Leader – Display integrity, a deep abiding personal faith, and love for the church
- Team Player – Promote a mature, professional, and supportive approach in working with colleagues and staff
- Open Minded – Possess an open mind about faith, inclusion, differing viewpoints and approaches to learning
- Authentic – Genuine at all times, with all people

Organizational Relationships

- Reports to and evaluated by Director of Operations
- Works in collaboration with the Acting Senior Minister, HR Manager and Family Ministry Team
- Camp and Retreat Board staff liaison

Experience and Education

Required:

- A faith anchored life and willingness to embrace and support the relational ministry model of Wayzata Community Church Summer Camp Ministry.
- Proven experience in a mission based, youth center program or as a member of the WCC Summer Camp Staff or other camp community.
- At least 2 years relevant work experience.
- Proven leadership experience.

Preferred:

- Counseling, education and/or camp and recreational program management related background or experience.
- Leadership training experience.
- Financial management and budget experience.