



**LUMSDEN**  
*Beach Camp*

## DAY CAMP COORDINATOR (Seasonal, Live-In)

**Location:** Lumsden Beach Camp (onsite)

**Term:** June 15th - August 14th (seasonal)

**Compensation:** by honorarium:

- \$500.00 for each 5-day Day Camp worked
- \$620.00 for the 7-day camp (Senior Teen)

**Application Deadline:** March 5th, 2026

### Position Overview

Lumsden Beach Camp is seeking an enthusiastic and capable Day Camp Coordinator to join our summer leadership team. This seasonal, live-in position is ideal for someone who loves camp, thrives working with children.

As Day Camp Coordinator, you will plan and lead engaging day camp programming and support day-to-day logistics (drop-off, pick-up, bus arrivals, supervision, and staff support). You will learn the leadership and administrative responsibilities involved in running camp by assisting the Camp Director, Program Coordinator and participating in broader camp operations and staff leadership.

**On-site requirement:** The successful candidate must live on-site from July through the term (including during staff training and camp operations)

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### Requirements & Qualifications

Must:

- Have excellent written and verbal communication skills and be able to communicate with children, parents/guardians, and staff
- Have physical and mental stamina to work long summer days, including up to 6 consecutive days per week
- Be able to live on-site during staff training and day camp weeks
- Have at least 2 years of camp experience
- Have experience working with children
- Have experience creating and/or leading programming (games, crafts, theme days, etc.)
- Have completed Grade 12 and be 18 years of age or older
- Have strong problem-solving skills and the ability to adapt quickly
- Be able to work independently with minimal supervision and respond to shifting priorities
- Have strong interpersonal skills, organization, attention to detail, and integrity
- Be willing to learn, receive feedback, and take initiative

## Assets:

- Experience with canoeing, archery, and/or backcountry camping
  - Experience leading staff or mentoring younger leaders
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## Key Responsibilities

### Day Camp Programming & Leadership

- Coordinate and help implement day camp programming alongside the Program Coordinator and leadership team
- Help develop daily activities including crafts, games, theme days, wide games, and special guests
- Attend activities and model positive leadership for staff and campers
- Be present and available to day camp staff and campers throughout the day
- Participate in and support LBC's Faith Formation programming during day camps
- Act as a point of support for day camp staff—answer questions, help troubleshoot, and assist groups as needed

### Day Camp Logistics & Supervision

- Support daily schedules and ensure programming areas and equipment are ready and in good repair
- Sign campers in and out for on-site drop-off/pick-up and supervise early arrivals until the full group arrives
- Welcome the bus each day and ensure all campers are accounted for before departure back to the city
- Support volunteer involvement during day camps and help volunteers fulfill their roles effectively

### Camp Leadership Development

- Support camp-wide operations as needed, including:
  - Staff leadership and supervision
  - Camper care and behaviour support strategies
  - Helping guide daily schedules, break times, and program flow
- Carry out and support the implementation of LBC policies and directives, including standards set by the Saskatchewan Camps Association and United Church.

### Team & Camp Support

- Help coordinate camp set up and preparation during the season with support from other staff
  - Fill in for other paid or volunteer roles where required
  - Take on other duties as assigned by the Camp Director
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## About Lumsden Beach Camp

LBC is part of the United Church of Canada, a liberal, progressive Christian denomination rooted in social and environmental justice, committed to reconciliation, and an affirming welcome of all people, regardless of race or religion, ability, gender and gender expression, sexual orientation, or economic background.

We seek to provide a safe place for children and youth to explore leadership, independence, spirituality, and connection in an inclusive, camper-centred environment. Staff are not required to hold specific religious beliefs, but we do ask that staff support these goals and contribute to camp community as their role allows.

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#### How to Apply

Please submit an application (form on website) or send in your resume no later than **March 5th, 2026**.

Questions can be emailed to Executive Director, Carissa Saftner at [yotu@lumsdenbeachcamp.com](mailto:yotu@lumsdenbeachcamp.com) or she can be reached at 306-510-6135.