

# Lumsden Beach Camp Career Opportunity

Position: Camp Director

Deadline to Apply: January 4, 2021

Location: Lumsden Beach, SK

Term: March 1 – May 7 (part-time ~15/week) & May 10 – September 10 (full time)



Lumsden Beach Camp is seeking someone fantastic to be our next Camp Director. This position is seasonal starting around March 1. The right person for this job loves summer camp and working with young leaders. A flexible and cooperative attitude, is essential to join the LBC team.

## Goals and Purpose of Lumsden Beach Camp:

Lumsden Beach Camp is part of the United Church of Canada, a liberal, progressive Christian denomination, rooted in social and environmental justice, committed to reconciliation and learning right relationships, and to an affirming welcome of all peoples, 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 their own sense of self, personal leadership, explore their own understanding of spirituality, and their connection to the sacred – while learning new skills and developing independence in an inclusive, camper-centred environment. While we do not require our staff members to hold any particular religious or spiritual beliefs or convictions, we do ask that all staff members affirm the importance of these goals, help us create this environment, and participate as fully as their particular job duties allow, in all facets of the camp community.

## Scope & Summary of Job:

At Lumsden Beach Camp the Camp Director is responsible for the training and supervision of staff, enforcing rules and operating procedures, and maintaining a tone of inclusion and respect for all those who come to the camp. The Camp Director reports to, and works alongside the Executive Director. This position requires the successful candidate to live on-site from mid-May until September. Bottom line is that the Camp Director does what needs to be done in order to give LBC campers, staff, renters & volunteers an amazing camp experience. The range of duties is larger, which means this position is challenging, often silly, and very rewarding.

## Overview of Key Position Responsibilities:

- To do what needs to be done. This role is dynamic and constantly evolving.
- In cooperation with the Executive Director and Leadership Committee, recruit and hire summer staff
- To coordinate, with support from other staff, the set up and preparation of camp facilities and programs

- To play a role in the administration and organization of camp files, including personnel files, camper registration, and budget oversight.
- To provide constructive, consistent and modelled leadership for summer camp staff. This will include facilitating Staff training and throughout the summer.
- To attend camp activities and to set an example for other staff.
- To provide daily guidance in terms of the schedule, break times for staff and daily program options.
- To be present and available to all camp staff and campers during the day.
- To support camp staff with camper behaviour management
- To carry out the policies and directives set forth by the Lumsden Beach Camp Board, as well as the Saskatchewan Camps Association and United Church Camping.
- Leadership and participation in the Faith Formation Program of LBC.

**Qualifications:**

**Essential Functions:**

- Excellent written and verbal communication skills and ability to communicate with children, parents and staff of all ages.
- Possess physical and mental strength and endurance to work long days in the summer months, maintaining constant supervision of campers, school groups and staff.
- Ability to work up to 7 consecutive days a week during the summer months.
- Ability to live on-site during the summer months during camp and training.

**Education and Experience:**

- 4+ years of camping experience in senior management and/or leadership role.
- Experience working with children.
- Experience managing camp programming and supervising staff.
- Post-Secondary education in Education, Social Work or Recreation an asset.

**Knowledge & Skill Requirement:**

- Excellent problem solving skills with the ability to adapt quickly.
- Ability to work independently with minimal supervision and with flexibility in order to respond to shifting priorities.
- Strong computer literacy including Google Docs Suite, PowerPoint, Excel, Word, and Social Media platforms.
- Well-developed interpersonal, and relationship building skills.

- Good time management and organization.
- Strong attention to detail.
- Excellent presentation skills.
- Ability to work with a wide range of internal and external stakeholders.
- A willingness to learn and a high level of integrity.

**Compensation:**

Lumsden Beach Camp provides competitive compensation, which is commensurate with qualifications and experience. Applicants can expect \$11,500-\$13,500 for the period. Staff are provided with lodging and meals during full time period. An additional stipend will be paid during May & June to offset food costs.

**To Apply:**

Please submit a cover letter and resume to Vicki Nelson, Executive Director at [info@lumsdenbeachcamp.com](mailto:info@lumsdenbeachcamp.com) no later than January 4, 2021. Questions can be emailed to Vicki or she can be reached at 306-539-7772.

We thank you very much for your interest. Only successful candidates will be contacted for an interview.