

Montlure Overnight Assistant Camp Director Job Description

Responsible To: Summer Camp Director

Minimum Qualifications:

- Have a relationship with Jesus Christ and a passion for sharing God's love through all that you do
- Have previous leadership experience
- Have well developed organizational skills
- Have previous experience working with kids, disciplining kids and working with parents
- Have previous experience running and creating kid friendly programming
- Previous summer camp experience is preferred but not required
- Personal vehicle available to run errands in town (mileage will be paid)
- Must be at least 18 years old

General Responsibility:

To meet Montlure's mission by leading staff, volunteers, campers and their parents with the love of Christ and a passion to share God's love. To organize and lead Montlure's overnight programs alongside the Camp Director in a way that they are successful and meet Montlure's program goals.

Specific Responsibilities:

1. Lead staff alongside the Camp Director in staff training sessions
2. Disciplining children in love and communicating any incidents with parents
3. Correcting staff in love and communicating any incidents with the Camp Director
4. Providing advice and direction for summer staff and directors
5. Helping with cabin assignments and camper mail
6. Driving to town for mail pick up, food or miscellaneous supplies
7. Helping the Camp Director with assignments as needed
8. Physically able to travel the trails and roads that connect the program elements and facilities of Montlure camp grounds
9. Follow all ACA standards (with training)

Essential Functions:

- Have a relationship with Jesus Christ and a passion to share God's love through all you do
- Ability to work long hours, including standing and/or sitting.
- Ability to stay focused and work independently until necessary tasks are complete, to include working non-traditional hours to make certain the job is well done.
- Be a team player
- Be a good communicator
- Be extremely organized
- Be a confident and great leader
- Enforce safety while being loving and firm
- Lead staff, campers, volunteers and chaplains confidently and safely