



**MIGHTY  
DAY CAMPS**

## **North Bramalea United Church**

### **Mighty Day Camp 2018**

#### **Volunteer Coordinator - Job Description**

North Bramalea United Church seeks a college or university student for the position of Volunteer Coordinator for the summer of 2018. The summer program consists of day camps for children entering SK to grade 5, and youth from grades 6 to 8, with singing, crafts, games, sports, bible lessons, water play and walking trips to nearby parks. Our Camp season is July 3<sup>rd</sup> to August 17<sup>th</sup> and hours are 8am to 5pm Monday to Friday.

#### **Role**

This position works directly with our youth volunteers. The volunteer coordinator coaches youth on working with children, provides ongoing support, hosts their de-briefs and works with the directors to develop training. The Volunteer Coordinator is expected to build strong relationships with children and volunteer leaders during planned activities, and free time. Enthusiasm for Youth and Children's Ministry and empathy in understanding Children's and Youth's issues is vital to success in this role.

#### **Responsibilities**

- Work with directors to develop training and orientation days before the camp season
- Recruit and interview volunteers
- De-brief with volunteers at the beginning and end of each day
- Host volunteer appreciation events
- Provide ongoing support by modelling and teaching, ensuring time is also spent with every group to observe volunteers and children's interactions
- Empower youth to grow as leaders by delegating new tasks, hearing their ideas and helping them implement them
- Model servant leadership, and Christ's love and welcome to all.

#### **Qualifications**

- Enrollment in full-time college or university studies in Sept 2018
- Former Camp Staff experience an asset
- Previous experience in facilitating activities for children and youth
- Previous experience coaching an asset
- Previous leadership in Christian context an asset
- Experience in collaborative team setting
- Experience working with children with special needs an asset

- Experience and training in effective communication including giving and receiving feedback and conflict resolution.
- Knowledge and experience responding to emergency situations as laid out in the Mighty Day Camps Camp Management Guide
- Experience and training in responding to disclosures of abuse from children as laid out in the Mighty Day Camps Camp Management Guide.
- Police Records Check Level 2 to be submitted before camp begins.

### **Skills and Abilities**

- Excellent interpersonal skills
- Team building skills
- Experience and comfort offering leadership in a Christian environment
- Interest and skill in one or more of the following areas: arts and crafts, music, sports, games, exploring nature, dance, drama, storytelling, gardening, yoga.
- Proven communication and conflict resolution skills with individuals and groups
- Proven pastoral care skills
- Able to adjust and adapt activities while modelling a strengths-based, growth mindset when difficulties arise
- Able to work in an environment where interruptions are frequent
- Able to work effectively in the midst of multiple and varied work demands
- Maintain a high level of confidentiality

### **Accountability**

Reports directly and is accountable to the Camp Co-Directors

**Application Deadline: March 19, 2018**

**Send resume and cover letter to [mightydaycamps@gmail.com](mailto:mightydaycamps@gmail.com)**