

Job Description



Title:	<i>Day Camp Director</i>
Classification:	<i>Ministry Director</i>
Reports to:	<i>Senior Director of Family Ministries</i>
Hours:	<i>425 hours from mid-January to mid-July</i>
Compensation:	<i>As negotiated</i>
Vacation:	<i>Consistent with established policies</i>

SUMMARY

This position is responsible for the preparation and implementation of the summer day camp program (High Five). This will be accomplished in accordance with the mission, vision, doctrine, pillars, and ministry strategy of Harvest Bible Chapel Barrie as established by the elders.

RESPONSIBILITIES

1. Begin the planning process in January of each year and recruit all necessary volunteers.
2. Organize and implement training meetings prior to camp.
3. Oversee summer interns hired to help with camp
4. Works with Finance Director to create and maintain camp budget
5. Oversee all aspects of day camp week(s) in the summer

OTHER RESPONSIBILITIES

1. Daily time with God exercising spiritual disciplines such as Scripture reading, prayer, worship, etc.
2. Develop ongoing accountability relationship(s) in areas such as personal purity, financial stewardship, spiritual disciplines, etc.
3. Prioritize and nurture a healthy relationship with your spouse (if applicable).
4. Adopt the posture of a lifelong learner, continually growing in skills and knowledge in areas covered by this ministry description.
5. Other responsibilities as assigned.

HOURS

This six-month contract position has been allotted approximately 425 hours to fulfill the responsibilities of the role. These hours will be worked based on the needs of the day camp preparations with the understanding that a larger percentage of these hours will be worked closer to the week of the day camp. Attendance at special events, evening meetings and/or training sessions may be required.

QUALIFICATIONS

Character

1. Must be spiritually maturing: a growing knowledge of the Word, a deepening prayer life, a passion in worship, and a boldness in sharing his/her faith when opportunities arise.
2. Must be increasing in the fruit of the Spirit (Galatians 5:22-23) and demonstrating a servant's heart.

Competency

1. Must have a heart for children and a strong desire to see them follow hard after Jesus.
2. Must be a life-long learner; formal education in the area of children's ministry desired.
3. Must be committed to ongoing improvement, with an understanding of both strengths and weaknesses.
4. Must have strong organizational and relational abilities consistent with a ministry leadership role.
5. Must demonstrate initiative, creativity, and excellence in leading within the established vision of the elders.
6. Must be a ministry builder (Ephesians 4:11-12) with skill in recruiting, developing, evaluating, and encouraging volunteer leaders and teams.

7. Must be able to motivate and direct others toward a consistent, fruitful development of quality disciples.

Chemistry

1. Must be committed to the local church and active in building community (Acts 2:42-47).
2. Must demonstrate an ability to relate well and work efficiently with her fellow staff members and all volunteer leaders and teams under her oversight.

Conviction

1. Must be in full agreement with the Harvest [mission](#), [doctrine](#), [pillars](#), and approach to ministry and be convinced of their effectiveness in building the church.
2. Must be aligned with the [Acts 29](#) core values and mission.
3. Must communicate the Harvest DNA and lead the ministry in a way that is consistent with this approach.
4. Must agree to abide by the staff policy manual.

Capacity

1. Must be highly motivated and action oriented; a strong work ethic; a get-it-done kind of person.
2. Must be willing to put in the hours necessary while maintaining a healthy personal and family life.