

Camp Victory
Job Description

POSITION: In House Program Events Director
RESPONSIBLE TO: Executive Director

QUALIFICATIONS:

1. Has a sincere love for the Lord and shows a consistent walk with God
2. Is in agreement with Camp Victory's philosophy, policies and Statement of Faith
3. Is eager to learn, enjoys working with people, and a desire to see individuals come to know and grow in Christ
4. Bachelor degree required
5. Ability to communicate with & relate to college students, young adults, families and church leaders
6. Has speaking ability in order to work with and in front of adults and youth of all ages
7. Strong leadership skills and self-motivated

GENERAL OVERVIEW:

Responsible for coordination and developing new in house camp sponsored weekend retreats and summer church youth mission's trip programs. The director is specifically responsible for the spiritual emphasis, coordination of programs and staff, networking relationships with church leaders and growing new and dynamic outreach programs.

RESPONSIBILITIES:

1. Be a witness for Jesus Christ in all words and actions, and share Christ's love with the public, campers and staff to reflect favorably upon the Lord and Camp Victory
2. Develop a Christ-like, servant atmosphere in the work area
3. Develop a team approach with volunteers and summer staff
4. Coordinate with the summer camp director a counselor training program that emphasizes safety and spiritual discipleship for the summer mission's trip program
5. Develop a relationships with church leaders
6. Recruit pastors to bring their youth to the summer mission's trip program & other in house sponsored events
7. Train & prepare church youth students & chaperones for the summer mission's trip program
8. Work with summer camp director, retreat director, maintenance director and registrar to coordinate operational needs, maintenance, and registration issues
9. Ensure that mission's trip staff are trained and certified to run activities
10. Develop camp sponsored weekend retreats such as father /son retreats, church retreats and young adult weekend retreats
11. Recruit and hire weekend speakers and bands for camps sponsored retreats
12. Continue follow up throughout the year with church leaders building solid networking relationships
13. Review program evaluations of all retreats and mission's trip programs for review with the directors to find areas to improve program
14. Work with the program spiritual sub-committee to design and review all Bible studies for the summer mission's trip day camps
15. Create curriculum and work with participating pastors and chaperons to prepare them for camp sponsored weekend retreats
16. Develop theme for various weekend camp sponsored retreats
17. Participate in the summer devotions with day, overnight & mission's trip staff
18. Help develop a strong camper follow up program during the school year
19. Insure the health and safety of all camp sponsored programs working within the ACA accreditation program
20. Examine the risk management policies of the summer camp and adjust when needed
21. Insure that all equipment and supplies are operated within safety guidelines
22. Work with the exe dir to remain within the budget for camp sponsored programs getting approval for all expenditures
23. Prepare a camp progress report at the end of the summer and year submitted by September & December
24. Perform all other duties as assigned by the executive director