

Arlington Beach Camp and Conference Centre Inc.

Job Title: Program Director

Responsible to: Executive Director

Position Overview:

This is a working position which oversees the planning and implementation of the Kid's Camp's programs. You will be working closely with the Cabin Leaders and the Leaders in Training, directing and encouraging them throughout the summer.

Duties and responsibilities:

- Work in a team environment to prepare and organize summer schedules, events and camper skills
- Supervise Cabin Leaders and Leaders in Training in areas related to camping and programming
- Overseeing spiritual development for summer staff and campers
- Organizing camper registration and programs
- Assist in training staff in their assigned duties and giving feedback of program staff on a regular basis.
- Maintain a high level of integrity and spiritual maturity
- Other duties as requested

Qualifications and Skills:

- 21 years of age or older
- Previous experience as a Cabin Leader and Assistant Program Director
- Excellent communication, organizational and problem solving skills
- Works well with others and is a team player
- A passion for Christ and the desire to see others thrive as they grow in their relationship with Him.