INTERVARSITY

Position Description

Title: **Summer Camp Director, Pioneer Camp Pacific**

Role Overview & Purpose:

This position will provide leadership to the Summer Camp Programs at Inter-Varsity Christian Fellowship's Pioneer Pacific Camp. In concert with InterVarsity's mission, values and strategic priorities, the Summer Camp Director will effectively lead and manage the summer camp operation in a manner consistent with these priorities. This role is part-time September through April and full-time on site on Thetis Island from May- August.

They will shape, promote, and implement growth strategies through visionary, strategic and spiritual leadership and oversee the following aspects of the summer camp ministry. These will include the following: developing excellent summer camp programs with spiritual, physical, mental, and emotional depth; building a strong staff team and network of partnering volunteer communities; building strong public relations and excellent camper recruitment; providing engaged leadership to campers and staff; and participating in the camp team's individual and communal fundraising efforts.

As a member of the camp leadership team, the Summer Camp Director will also contribute to other components of camp on an ad-hoc basis as well as support and liaise with the regional campus ministry team as a partner in ministry.

Relationships:

Reports to	Regional British Columbia Director/Acting General Director
Internal Relationships	Pioneer Pacific Camp Leadership Team Seasonal Camp Staff National Camp Leadership Team National Resource Centre Staff BC Campus, Graduate and Workplace Staff teams
External Relationships	National and Regional Camping Associations Christian Camping International Federal and provincial government agencies Local camp constituency and stakeholders Donors and foundations Parents and camp alumni Churches and Christian schools

Key Responsibilities:

Ministry

- ❑ Visibly champions the camp vision within the context of InterVarsity's Five Aims.
- ❑ Seeks out and capitalizes on opportunities to integrate the work of the camp, campus, and workplace ministries.
- ❑ Is familiar and compliant with all IVCF policies, standards, and procedures.
- ❑ Participates in national training events / meetings throughout the year.

Leadership

- As a member of the Pioneer Pacific Camp Leadership Team contributes to the development of short and long-term strategic plans for the ministry and the site, while ensuring that the camp ministry remains robust and viable and is positioned for growth.
- Effectively leads and develops the team to accomplish the camp's mission through strong team building.
- Provides spiritual leadership to the camp staff.
- Demonstrates a life of faith as lived out in obedience to the gospel.
- Provides pastoral care to the summer staff team and assists others in leadership to do the same for those under their care, particularly nurturing the spiritual life of volunteer staff and campers.
- Leads by example in communicating the gospel to campers and provides opportunities for them to make a commitment to Jesus, or to deepen their spiritual growth in following Him.
- Builds relationships with key community stakeholders and utilizes their energy, skills, and passion to advance camp ministry.

Program

- Leads the on-going exploration, innovation, and development of new program initiatives for the summer season to leverage the strengths of Pioneer Pacific Camp and to appeal to needs in the local constituency.
- Informs the site manger of any needs to ensure the provision of safe and adequate equipment, facilities, and training to drive a fun, recreational and engaging program for campers.

Financial Management

- Develops and carefully manages an annual summer budget for program and staffing, obtains approval, and then operates within the approved budget.

Staffing

- Takes the lead to proactively recruit, hire, lead, develop, inspire, and motivate all summer camp staff (full-time, part-time, and volunteer) towards achieving the mission of the camp, and in a way that serves campers, other staff and guests.
- Ensures proper hiring practices are adhered to, from interfacing with CampBrain through to interviews and reference, visa, and police checks.
- Guides members of the staff team through appropriate goal setting, coaching through performance and provides performance feedback, in line with the stated priorities and goals for the year.
- Provides appropriate training and development for all summer camp staff to enhance their contribution to local camp ministry and the ministry of InterVarsity.
- Engages in succession planning for all key summer camp positions.
- Ensures good communication with staff regarding ongoing priorities, expectations, plans, decisions, issues, and behaviors.
- Delegates authority with appropriate accountability.

Marketing and Fundraising

- Initiates and cooperates with the Regional British Columbia Director and the national director of marketing to engage in a variety of marketing, speaking, fundraising, and networking opportunities to fund and fill the camp in both the summer and shoulder seasons, and to ensure the ongoing viability and future growth of the Pioneer Pacific ministry.
- Proactively builds relationships with donors and engages in fundraising initiatives to ensure the ongoing financial viability and sustainability of the Pioneer Pacific ministry
- Raises personal funds towards salary in line with annual targets

General

- ❑ Positions the camp to be a positive member of, and contributor to the local church and the local community
- ❑ Participates with, and contributes to discussions with other Pioneer and Circle Square Ranch Camps to share information and positively further the ministry of camp
- ❑ Performs other duties as assigned

Key Outcomes:

- ❑ Camp programs are full of youth who are being transformed into fully committed followers of Jesus Christ
- ❑ Leaders are developed, encouraged, and grown
- ❑ Children invite Jesus into their life as Lord
- ❑ Camp staff (full-time, part-time, volunteer) demonstrate growth in their relationship with Christ through their involvement at camp
- ❑ Camp and campus ministry increase in a synergistic relationship which results in the opportunity for year-round ministry to students
- ❑ Balanced budgets
- ❑ A network of families, alumni and other stakeholders who support camp financially, prayerfully and with volunteer time

Qualifications:

Ministerial and Pastoral

- ❑ Personal relationship with Jesus Christ, a desire to grow as a follower, and evidence of a growing relationship with God
- ❑ Prior experience in the delivery of basic pastoral care.
- ❑ Sense of calling to Inter-Varsity Christian Fellowship of Canada, particularly to the Summer Camp Director position, to camp ministry and to working with children
- ❑ Signed agreement to the InterVarsity *Statement of Agreement* (Doctrinal Convictions), *Community Covenant, Risk Management and Procedures Policy* and *Confidentiality Agreement*
- ❑ A teachable spirit.

Education/Experience, Skills and Abilities

- ❑ Minimum of three-to-five years' experience managing people, preferably in a camp environment.
- ❑ Decisive leadership skills - a good listener, ability to inspire, empower and motivate a team.
- ❑ Able to adapt to a combination of city/island life. The expectation is that the Summer Camp Director will spend all the late spring/summer on site and be available to help during the shoulder season on an ad-hoc basis.
- ❑ Strong oral and written communication skills, and competent relational skills
- ❑ Excellent organizational and management skills
- ❑ Well-developed team building, problem solving and conflict management skills
- ❑ Business acumen, particularly in budget management, fiscal control, and basic accounting
- ❑ Competent working knowledge of Microsoft Office
- ❑ Working knowledge of marketing, promotion, and fundraising
- ❑ Flexibility to work irregular and extended hours as required

Salary Level: 8