

KNOX CAMPS

Knox Presbyterian Church 630 Spadina Ave, Toronto ON, M5S 2H4



Youth COORDINATOR

Role Summary

A vital part of the Knox Camp Lead Team, the Youth Coordinator is a spiritual leader who advocates for and oversees all aspects of the Youth Program at Knox Day Camps. A self-starter, this individual needs to be innovative and organized, personable and accountable. The person in this role will report to & be supported by Alvin Kim.

Competencies, Gifting and Qualifications

- Have a personal relationship with Jesus which is evident in a dedication to serve Him
- Experience working in (complex) camp environments, with a problem-solving and team-minded attitude
- Experience as a spiritual leader & active mentor to youth ages 12-16 years old
- Experience facilitating program for youth
- Agreement with and adherence to the Knox Church Lifestyle & Morality statement
- Current, clear Vulnerable Sector Screening

Areas of Responsibility

Pre-Camp | 1 Weekend + 1 Week

- Attend Senior Leadership Team training week(end) – *dates TBD based on selected staff availability*
- Plan programming & weekly schedules for Pre-Teen Program
- Provide weekly (by e-mail or in-person) updates to CCMC about program planning progress
- Assist CCMC as able with the hiring of Day Camp Program Leaders

Staff Training Days | 1 Saturday (0.25 Week) + 1 Week

- Lead Training Session: Day-In-The-Life & participate in other sessions
- Help facilitate Commissioning Service with other Coordinators & CCMC

Day Camp & Overnight | 7.25 weeks

- Lead morning meetings and be the spiritual leader of staff and campers in the Youth Program
- Act as Parent Contact point for planning and communications, as necessary.
- Supervise Youth Program Leader and do regular informal check-ins and weekly evaluations
- Address camper needs with Youth Program Leader (i.e. behavioural issues, Access Program facilitation, etc)

Overnight Prep Days | 3 days (0.5 Week)

- Support planning process and be present for all required meetings
- Work with Kids Coordinator to review, mark and give feedback on Staff Training Tests

Commitment & Compensation

This role is a 11.5-week commitment.

Total Compensation: \$ 6035 (approx \$14/hr) + 4% vacation pay

To Apply

Resumes (with cover letter) should be e-mailed to ccmc@knoxtoronto.org no later than 11:59pm on February 10th, 2017. Should you be contacted for an interview, Natasha Chandler (Camp & Children's Ministries Coordinator) will be in touch with you by phone/ e-mail. *Please note that interviews will be conducted by committee.*