

# Edinboro Youth Camps

## *Job Description*

### Activities Coordinator

#### **Objectives:**

- To glorify the Lord Jesus Christ
- To impact lives for the Kingdom
- To set aside selfish interests for the best interest of the camp

#### **Supervision:**

- See the Chain of Command. (*Posted at Camp*)

#### **Qualifications:**

- Have received Jesus Christ as Savior
- Have a desire to grow spiritually and to see others grow spiritually and physically
- Have a servant's heart
- Have ability to demonstrate Christian leadership and responsibility in the area of physical activities
- Must have completed at least their Freshman year of college
- Must be in agreement with the beliefs of the C&MA and Athletic Director's job description and be willing to abide by the rules of the camp

#### **General Responsibilities:**

- Shall exercise caution in all aspects of activity time for the safety of everyone
- Shall take all problems to the Director (except for issues that fall under Matthew 18:15,16)
- Shall endeavor to constantly maintain a positive Christ-like attitude and, under all circumstances, be supportive of the leaders of the camp

#### **Specific Responsibilities:**

##### A. *Pre-camp*

- Shall attend orientation session
- Shall be prepared spiritually (a contrite heart) and physically for the heavy demands of camp
- Shall be prepared with ideas and supplies for daily activities planned in the Director's schedule (pre-approval by Camp Coordinator is required for purchasing major supplies that are not on hand at camp)

##### B. *In-camp*

- Shall be prepared and on time for all athletic events (this includes having fields or what ever is needed set up for the scheduled time, *enlisting the help of workers through the Assistant Director when needed*)
- Shall encourage participation of everyone (this should be considered in the planning of the activity, although it is realized that you cannot please everyone).
- Shall maintain order and discipline among campers during athletic events (sportsmanship and Christ-like attitude)
- Shall make certain all injuries occurring during athletic times are reported to the Nurse and Director
- Shall assist the Director as needed for off-camp activities
- Shall assist in counseling campers at the altar or supervising them in absence of a counselor if needed
- Shall be able to be utilized in any given assignment to aide in the operation of camp (within reason)
- Shall join in the counselor/director devotion time in addition to your personal devotions and prayer
- Shall not leave the campground without the permission of the director

##### C. *Post-camp*

- Shall clean and close up dorm room as well as organizing sporting area and equipment (notify the Camp Director of any damaged or unusable equipment)
- Shall turn in evaluation form
- Shall aid in closing of camp the final Saturday of camp
- Shall seek approval for dismissal from Director each week of camp