

Lutheran Camping Corporation of Central Pennsylvania
Job Description
Summer Program Director

Job Relation: Responsible to the Executive Director

Job Definition: To direct, facilitate, and administer all aspects of the summer resident camp program.

Professional Qualifications:

1. College degree.
2. Experience working in a camp setting.
3. Experience in supervising others.
4. Experience and skill in related camp field or activities.
5. Valid driver's license.
6. Satisfactory criminal record check (mandatory)

Personal Qualifications:

1. Personal commitment to Jesus Christ.
2. A desire to serve God through the camping ministry.
3. A willingness to give a Christian witness through worship, staff meetings, and Bible study, as well as in spontaneous situations.
4. An understanding and agreement with the goals and objectives of the Lutheran Camping Corporation of Central Pennsylvania and the camping ministry of the Evangelical Lutheran Church in America.
5. An understanding and agreement with the teachings and confessions of the Evangelical Lutheran Church in America.
6. Emotional stability and maturity of judgment.
7. A love for and understanding of children and youth.
8. Good health and stamina.
9. An appreciation of the outdoors.
10. Experience in group living.
11. Ability to work and lead others in a cooperative way.
12. Ability to motivate and inspire others
13. Ability to put the needs of staff and campers above personal needs and desires.
14. Passing knowledge of all phases of camp life.

Performance Responsibilities:

1. Coordinates and supervises all aspects of the summer camp program including planning and facilitating staff training.
2. With the assistance and advice of the Executive Director hires summer camp staff.
3. Assigns specific responsibilities for the leadership staff.
4. Supervises summer camp staff.
5. Conducts regular staff meetings.
6. Orders supplies in accordance with guidelines provided by Executive Director.

7. With assistance and advice of the Executive Director disciplines summer staff.
8. Supervises and participates in the registration of campers,
9. Supervise and direct volunteers,
10. Other duties as assigned.

Criteria for Evaluation:

1. Are tasks completed on time?
2. Is the summer camp staff well prepared to implement the summer camp program?
3. Are areas of responsibility organized and running smoothly?
4. Does staff relate well to the summer program director?
5. Is the summer program director involved in camp activities? Worship? Staff meetings?
6. Is the summer program director positive in his/her attitude?