



## Job Description

**Position:** Assistant Camp Director

**Job type:** Full time, seasonal

**Reports to:** Camp Director

**Dates:** May 1 - August 21

**Wage:** \$600/week + meals and accommodations

The Assistant Director will assist the Camp Director in creating a world-class camp experience within the framework of the Mission and Vision of Wesley Acres Inc. The primary responsibility of the Assistant Director will be developing, implementing and facilitating the camp ministry program of Harbour Ridge Camp. The primary focus of the Assistant Director will be on developing/facilitating Chapel and devotions, supervision of staff, programming, and management of campers.

### **Responsibilities/Expectations:**

- Serve as a Senior Staff member
- Be responsible for the general health and safety of campers and staff
- Develop and facilitate daily Chapels and Devotions
- Assist in the development and implementation of the LIT program
- Assist in the implementation of staff training
- Oversee registration and check in for all Harbour Ridge Camps
- Ensure the Harbour Ridge program runs smoothly, addressing any issues that may arise
- Supervise and provide support and direction for all Cabin Leaders
- Establish an atmosphere in which campers feel secure, happy, and included
- Supervise campers and staff

- Ensure campers and staff adhere to camp rules
- Act as a positive role model
- Cooperate with all other staff regarding matters of rules, safety, and program
- Other duties as assigned by the Camp Director

**Requirements:**

- At least 22 years old
- 4+ years experience working with Children/Youth in a Camp setting
- First Aid/CPR C
- Criminal Record Check
- Strong desire to share Christ
  
- Professional communication, conduct and appearance
- Responsible, enthusiastic & outgoing
- Problem solver
- Quick on feet, quick at responding to and handling crisis
- A heart for discipling young people to be passionate followers of Jesus Christ
- Be ready and willing to share the Gospel
- Maintain an environment which is warm, welcoming and where everyone feels valued and respected
- Strong interpersonal skills
- Agree and adhere to the Free Methodist Church in Canada Statement of Faith

**Work Conditions**

Long hours, including weekdays, evenings, weekends, and holidays, with minimal breaks during camps. Regular interaction with employees, management, campers, parents/guardians, and the general public. Physically demanding, standing and moving for long periods of time. Environments can be extremely loud. Working in extreme weather (heat, wind, rain, etc.). Prolonged standing, bending, walking, hiking; requires hand-eye coordination and manual dexterity to manipulate outdoor equipment and camp activities; requires normal range of hearing and eyesight to record, prepare and communicate appropriate camper/activity programs and the ability to lift up to 20 lbs; willing to work in camp setting and work irregular hours with limited or simple equipment and facilities; and with daily exposure to sun, heat, bugs etc.

### **About Harbour Ridge**

Harbour Ridge is a Christ-centered summer camp focused on planting and nurturing seeds of a spiritual life by engaging children, youth and their leaders in active and fun experiences, which develop a sense of community and growth. Harbour Ridge is a ministry of Wesley Acres. Wesley Acres is a Christian Retreat Centre & Campground in association with the Free Methodist Church in Canada. Wesley Acres serves with excellence, the spiritual, educational, and recreational needs of all people equipping them for Christian service to their family, church and community.

Located in the heart of Prince Edward County just outside Bloomfield, Ontario, Wesley Acres is on the beautiful shores of West Lake overlooking the Sandbanks.

To apply for this position please send a cover letter and resume to [campdirector@wesleyacres.com](mailto:campdirector@wesleyacres.com) or go to [www.harbourridgecamp.com/employment](http://www.harbourridgecamp.com/employment) and click "Apply Now".