Position: Program Coordinator

Job type: Full time, seasonal

Reports to: Camp Director

Dates: June 1 - August 21

Wage: $600/week + meals and accommodations

The Program 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 Program Director will be developing, implementing and facilitating the camp ministry program of Harbour Ridge Camp. The Program Director will be responsible for developing program schedules as well as preparing and implementing activities. They will supervise campers and ensure that programming runs smoothly and efficiently.They will also serve as a Sr. leadership team member and be a role model for younger staff.

Responsibilities/expectations:

- Serve as a Sr. staff member
- Be responsible for the general health and safety of campers and staff
- Develop and facilitate programming
- Collaborate with the Camp Director and the Chaplain to develop and facilitate the LIT program
- Assist in the implementation of staff training
- Assist in 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 and atmosphere in which all campers feel secure, happy, and included
- Supervise campers and staff
- Ensure Campers and staff adhere to camp rules and policies
- Serve as a positive role model
- Cooperate with all other staff regarding matters of rules, safety, and program
- Assist the Camp Director with photo taking and media creation
- Other duties as assigned

Requirements:

- At least 20 years of age
- 3+ years of working with Children/Youth, experience in a camp setting would be ideal

- Criminal record check
- Strong Desire to share the word of God and spread the Gospel
- Professional communication, conduct and appearance
- Responsible, enthusiastic and outgoing
- Problem solver
- Quick on feet, quick at responding to and handling crisis
- Be adaptable to changing schedules when needed
- A heart for discipling young people to be passionate followers of Jesus Christ
- Maintain and environment where everyone feels valued and respected and welcome
- 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 20lbs; 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 and 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