



Camp Ministry 2025

Position: Team Lead

Reports to: First Third Ministry Team Lead

PURPOSE AND SCOPE OF THE WORK

The **TEAM LEAD** will work with FAITHQUEST LEAD to plan and implement the Summer 2025 Camping program for two camps - Camp Pringle and Rock Lake Camp - of the Pacific Mountain Regional Council. The Team Lead will manage the camp team. The **TEAM LEAD** is responsible for the smooth running of both

day camp and overnight camps – ensuring the safety of summer staff, camping volunteers, and participants. The **TEAM LEAD** will be the director each week and will play a significant role in the training, support, and evaluation of staff and youth crew. They, along with FaithQuest Lead, are also responsible for ensuring alignment of the program with the vision and values of camping ministry for the region..

The Camp Spirit **TEAM LEAD** will work in collaboration with the Camp Team Lead, Camp Oversight Teams at both locations and the rest of the Summer Staff Team.

1. Lead the Staff Team:

- Support FaithQuest Lead, Camp Counsellors and YouthCrew in their roles.
- Co-facilitate Camp Counsellor training prior to the summer.
- Lead scheduled Staff Team meetings for planning, debriefing, reflection, and evaluation.
- Facilitate teamwork and effective communication between FaithQuest Lead, Camp Counsellors and YouthCrew, Permanent Staff (caretakers, etc) and Volunteers at each of the camps.
- Resource and empower Staff Team and YouthCrew in expanding strategies for engaging children.
- Mentor staff team in leadership skills, offer reflection and support.
- Meet with each staff team member individually at least once a week as part of supervision duties.
- Provide team building, ongoing skills development and support to Staff Team as required throughout the summer.

2. Plan and Implement Camp Programs (4 programs at Camp Pringle, 2 programs at Rock Lake Camp):

- Communicate with Camp Pringle administration staff regarding registration for both Camp Pringle and Rock Lake Camp
- Build relationships with the Camp Program Oversight team of each camp regarding logistics, registration updates, participant information, travel information for each week of Camp Spirit.
- Develop a thorough knowledge of the Camp 2025 Curriculum (theme, stories, resources, and recommended activities) and work with the Staff Team to bring the curriculum to life.
- Work with the FAITHQUEST LEAD to provide resource and planning support to counsellors for the program components of the camp program.
- Provide lists of required supplies and resources to each site in ample time for the local site organizers to prepare.

4. Emergency and Safety Planning:

- Ensure the physical, emotional, and spiritual safety of all people involved in the Camp program.
- Examine and adapt or create (as needed) emergency and safety plans for each site.
- Ensure that staff are appropriately informed and trained in emergency and safety policies and procedures.
- Ensure that participants and volunteers are appropriately informed of emergency and safety policies and procedures for each site.

5. Communication, Evaluation and Documentation

- Maintain ongoing and consistent correspondence with staff, parents, and Camp Oversight Teams – email, phone, and mail.
- In partnership with the FAITHQUEST LEAD, provide the Summer Administrator with content to be shared on the camp websites.
- In consultation with the Staff Team, ensure a thorough evaluation of program, facilities, and leadership.

6. Additional Duties as required

SKILLS AND ABILITIES

- Capacity to communicate camping ministry values
- Open and curious enough to have deep conversations about biblical and theological concepts
- Recognize and delight in the way Jesus shows radical love and inclusion
- Ability to organize and be attentive to detail
- High level of ability to adapt and implement curriculum or children's program
- Able to work in an environment where interruptions are frequent
- Proven communication skills with individuals and groups
- Confident with speaking to and directing large groups of people
- Willingness and ability to provide leadership for and to work in a collaborative team
- Capacity to be healthy and centered during multiple and varied work demands
- Demonstrated ability to work in an ordered and organized manner as well as a capacity to be spontaneous, flexible, and to take initiative
- Experience in collaborative team leadership
- Experience in supervision and training of staff
- Experience in a faith-based environment

EDUCATION, TRAINING, AND EXPERIENCE

- Significant experience in ministry with children, youth, and young adults
- Previous experience with outdoor camping is an asset
- Experience in collaborative team leadership
- Experience in a faith-based environment
- Computer skills an asset

CERTIFICATION:

Applicants must have up-to-date certifications or be willing to complete certification prior to starting work for summer 2025.

- o Standard First Aid
- o Mental Health First Aid (*for People Working with Youth*)
- o Commit to Kids
- o Godly Play Training (training dates are limited – a willingness to participate if able is required).
- o YMCA Responsible Adult certification

THE CAMP TEAM LEAD WILL BE REQUIRED TO

- o Travel both locally and the possibility of longer distances
- o Provide a Police Information Check including Vulnerable Sector Check (if staff member is 19 years or over)
- o Have access to transportation to commute long distances for training and weeks of camp
- o Stay on site for the duration of camp including breaks
- o Full time work will start with travel to Camp Pringle on Vancouver Island for in person overnight training from **June 28, 4 pm until July 4th, 2025 at 11 am.** Summer weeks of employment will be 40 hours per week and will include some weekend work for travel to and from sites. Days in lieu will be planned accordingly. Please see Appendix A for more specific information.

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THE TEAM LEAD WILL BE REQUIRED TO

- o Provide Police Information Check including Vulnerable Sector Check (applies to those staff 19 years and older)
- o Have a valid Driver’s License, access to a vehicle would be an asset.
- o Work occasional evenings and weekends. Days in lieu will be planned accordingly.
- o Travel and work according to the schedule as noted in Appendix A.

COMPENSATION

The remuneration for this salaried position will be based on the applicant’s experience, and between \$24-\$28 per hour. There is a part time contract from January 15 until May 30th, 2025 at 20 hours per month except January which will be 10 hours. The full time position is 40 hours per week from June 9th until August 29th, 2025.

APPLICATION PROCESS

Applications will open December 15th, 2024 and close January 6, 2025.

APPENDIX A

Camping Team Work Schedule - Summer 2025

Date	Positions	Location	Information
June 9, 2025	Camp Lead, Camp FaithQuest Lead	To be confirmed, staff may need to travel to Burnaby for work at the regional office.	Work travel and accommodation costs are paid for employees as per the Camping Staff Policies
June 20-22	Camp Lead, Camp Faithquest Lead	Camp Pringle	Training Weekend for Youth Crew (youth ages 14-16)
June 29, 3 pm until Friday, July 4 pm, 3 pm.	Start Date for Counsellors, Camp Lead and Faithquest Lead	Camp Pringle	Training Week - all are required to be there for the entirety of the week. Schedule of Hours - TBC
July 6 - staff work at 7 pm - 8:30 pm July 11, staff finished by 6 pm	All Staff	Camp Pringle	Camp Pringle Day Camp July 7-11 9 am - 4 pm Staff works from 8 am - 5 pm *Youth Crew will attend daily from 8:30 am - 4:30 pm.
July 13 - staff start work at 1 pm July 18, staff finished at 2 pm	All Staff	Camp Pringle	Camp Pringle Overnight Camp July 13, 4 pm until July 18, 11 am *Youth Crew will attend from 3 pm on July 13 until noon on July 18.
July 20 staff work at 7 pm - 8:30 pm July 25, staff finished at 6 pm	All Staff	Camp Pringle	Camp Pringle Day Camp July 21-25 9 am - 4 pm Staff works from 8 am - 5 pm *Youth Crew will attend daily from 8:30 am - 4:30 pm.
July 27 - staff start work at 1 pm Staff leave camp at August 2, noon	All Staff	Camp Pringle	Camp Pringle Overnight Camp July 27, 4 pm until Aug 1, 11 am *Youth Crew will attend from 3 pm on July 27 until noon on August 1. August 1 - Closing Staff at Pringle Celebration (evening), Clean up of

			Camp during the afternoon of August 1 and morning of August 2.
August 3 - 6	All staff are off		
August 7-8	All Staff	Travel Days to Rock Lake Camp	
August 9 9 am - 4 pm	All Staff	Rock Lake Camp	Prep day for all staff
August 10 - staff start work at 1 pm August 15, staff finished at 2 pm	All Staff	Rock Lake Camp	Rock Lake Overnight Camp August 10, 4 pm until August 15, 11 am *Youth Crew will attend from 3 pm on August 10 until noon on August 15.
August 17, staff start work at 1 pm August 22, staff finished at 3 pm	All Staff	Rock Lake Camp	Rock Lake Overnight Camp August 17, 4 pm until August 22, 11 am *Youth Crew will attend from 3 pm on August 17 until noon on August 22. *August 22 - staff will have sorted and cleaned up by 3 pm so they can travel back home
August 25-28	All Staff	TBD	Closing Staff Days

- When staff have days off between camps at Camp Pringle or Rock Lake Camp Days, it is expected that staff will stay at the camp. No travel or alternate accommodation costs will be reimbursed for staff wishing to leave the camp for their days off.
- Staff are expected to stay at the camp during the Camp Pringle Day Camp Programs unless approved by the First Third Ministry Team Lead.
- Staff are paid a daily wage for overnight camps.