



Camp Kadesh

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Camp Director Job Description

Reporting to the Executive Director and working in cooperation with the full-time staff team, the Camp Director helps Camp Kadesh fulfill our mission. The Camp Director gives practical oversight to our existing programs and the development of new initiatives. They contribute to the ongoing development of the people that are in our camp community, and help promote the mission and work of Camp Kadesh. As with all Camp Kadesh employees, the Camp Director is expected to have a good attitude, strive for excellence, and be a positive role model. Above all other responsibilities, they must love Jesus and desire to make Him known.

Areas of oversight

Programs

- Creation and development of all elements of programming (including physical spaces)
- Planning, budgeting and purchasing of equipment and material supplies
- Oversight and management of program staff in all seasons
- Be involved in the greater strategic planning for development of all property and facilities
- Administrative tasks relating to the greater programming needs of camp

People

- Recruitment, hiring, training, and management of seasonal staff for all seasons of activity and programs. (in conjunction with the Executive Director)
- Administration related to the hiring process: interviews, communication and paperwork.
- Hosting of various groups on site.
- Working in mission collaboration with our various ministry partners.
- Contributing to the development of leadership, discipleship and spiritual formation aspects of programming for campers and staff.

Promotion

- Ensure all promotional materials and digital media are accurate and up to date.
- Work with the Executive Director to develop strategies to grow programming.
- Development, coordination and facilitation of events and individual meetings to promote Camp Kadesh.
- Design and ordering of merchandise in conjunction with Office Administrator (or delegated oversight).

- Management of social media in cooperation with Executive Director (and/or other staff).
- Speaking at live events or church and youth services.
- Travel both in and out of province will be required for promotion and recruitment of staff.
- Assist with elements of camp fundraising.

Job Posting:

Camp Kadesh is looking to hire a new Camp Director. Applications and inquiries can be directed to Stuart Mufford. Accepting applications now but planning to hire in December or January, for a February or March start date.

Qualifications:

- Passion for camp and outdoor ministry, living for Jesus, and training leaders.
- Mature Christian, complete personal alignment with the Camp Kadesh **statement of faith** and values.
- Agree to the Mission and Purpose of Camp Kadesh.
- Post-secondary education in Biblical Studies/Youth ministry, Outdoor Leadership/Recreation, or equivalent education or experience is an asset.
- Ability to lead others in a camp (or similar) ministry setting.
- Strong oral and written communication skills.
- Specific ability to give leadership in primary Camp Kadesh program areas, including.
 - Climbing walls, high rope elements and challenge courses.
 - Watersports (Wake boarding, Wake surfing, Water Skiing etc.) and power boats.
 - Canoe and Stand-up Paddle boards.
 - Winter programs – ice climbing, snowshoes, etc.
- Ability to manage and delegate administrative tasks.
- Technical ability to work with MS Office software, Slack, Google docs and CampBrain management software.
- Experience with managing social media accounts is an asset.
- Media and graphic design and branding experience, including skills in using Adobe suit and Canva is an asset.
- Experience creating and managing significant areas of budget.
- Hold a valid Saskatchewan Class 5 license (or equivalent).
- Hold a valid Pleasure Craft Operator Card (or be willing to acquire).
- Hold (or be willing to acquire) CPR, AED, and First Aid certification.
- Ability to do physical labour as needed.
- Ability to work at heights.
- Willingness to learn new skills.
- Teachable.

Desirable Additional Skills

- Experience driving a skid steer or similar machinery.
- Musical ability.
- Kitchen management experience.

Compensation

- Compensation package total includes a combination of salary, housing, utilities, internet (or equivalent housing allowance), camp-provided cell phone with data/calling, and food during most events at camp. (Most meals in May - August and whenever groups are present)
- On-site housing options vary depending on needs of the applicant. Applicants desiring to live offsite will be considered with the expectation to be living on site for May – August, key programming times, and weekly meetings.
- Also included is a benefits package and after one year, contributions to a pension plan (5% of salary) and starts with three weeks of vacation.
- Final compensation will be calculated based on total experience, ability and certifications.

Please contact Stuart Mufford (stuart@campkadesh.com) for more information or to apply.