PROGRAM MANAGER

DUTIES

* Reports to the Camp Manager.
* Attend staff training sessions and, where appropriate, assist.
* Will participate in all camp activities.
* Be familiar with, and abide by, the Society’s Bylaws and Policies
* Plan and develop, with the Camp Manager, programs to be presented at all camps.
* Presents the programs developed for each camp.
* Promotes the presentation of some programs by other camp staff.
* Will provide leadership and guidance to staff members and campers in matters of Safety, Camp Etiquette, Camping Skills and Sports.
* Assist and guide other staff members in the planning, and presenting, programs for the campers.
* Provide, to Camp Manager, a written critique of each camp listing successes, failures and possible improvements.
* Perform other duties as required.

PERSONAL

* Must be at least 21 years of age.
* Will have two years experience planning, organizing and presenting activities for children ages 6 and up to 17 years.
* Will have experience in planning, organizing and leading overnight camps.
* Will have, extensive, well developed camping skills.
* Will be attuned to the “Spiritual side” of living in a semi-wilderness environment.
* Will be a team leader able to organize and delegate.
* Will have a current First Aid Certificate with Level B CPR.
* Will have cleared a Level 2 Criminal Record Check, with a vulnerable sector search.
* Will have cleared a Child Intervention Check.
* Having a vehicle and a Class 5 license would be an asset.