

**BONAVISTA BAPTIST CHURCH  
DAYCAMP COORDINATOR**

**DATE: May 30 – August 21, 2018**  
**HOURS: 30 hours per week**  
**WAGES: \$15.00 per hour**  
**ACCOUNTABLE TO: Day camp director**

**RESPONSIBILITIES:**

- Develop and deliver day camp programs for children aged 4-12
- Organise details for day camp (e.g. promotion, registration, recruitment, program, supplies, etc)
- Be directly accountable to day camp supervisor for support and guidance
- Participate in all day camp programs as a leader
- Evaluate and report on day camps
- Follow-up with campers
- Plan and lead volunteer training/orientation and supervise adult volunteers
- Participate as a leader in day camp week youth events
- Assist with delivery of weekly Sunday children's program
- Help to deliver special fun and educational events to strengthen families

**QUALIFICATIONS:**

- Leadership Skills: oversee and motivate volunteers; assume responsibility for working independently on assigned tasks; work productively
- Teaching Skills: work with children aged 4 to 12; teach, mentor and inspire youth; communicate in group settings; be cognizant of youth issues
- Administrative Skills: plan, organize and evaluate activities; good working knowledge of Microsoft Office
- Personal Skills: love of children and teens, highly relational, self-motivated, reliable, responsible, accountable, enthusiastic, and committed to Christian values and principles.
- Communication: Ability to communicate effectively with children, youth, and adults in person, by phone, or online

If you are interested in this position, please submit resume to the Church Office.

**Deadline for application is May 1st, 2018**