



Position Purpose: To further the mission of camp through the planning and implementation of programs and to deliver activities, which are safe, fun, and age appropriate for campers. Assist in management of the overall camp operation at the direction of the camp director.

Essential Job Operations:

- 1) Deliver a fun program to campers.
 - a. Ensure that programs meet the abilities of the campers.
 - b. Evaluate the success of the program and the development of the campers' abilities and skills in various program activities.
 - c. Coordinate all camp program and campfire activities with other staff.
 - d. Participate enthusiastically in camp activities and provide support and guidance to those leading the activities.
 - e. Introduce new programming activities to staff and campers
 - f. Direct and work with a team of L.I.T. and junior staff for activity set up, delivery, and clean up
 - g. Host the Closing Ceremonies at the end of the week to celebrate the campers and show parents what their camper's week was like. Answer parent questions during the sign out process.
- 2) Ensure that camp staff and campers know and follow proper safety guidelines during activities.
 - a. Assist in the implementation of staff training.
 - b. Provide guidelines for programs utilizing camp equipment.
- 3) Assist in the management and care of the program areas and equipment.
 - a. Routine checks of area and equipment for safety, cleanliness and good repair.
 - b. Ensure all program areas are kept free from hazards.
- 4) Develop and implement schedules for camp program.
 - a. Create age-appropriate camper programs and daily schedules.
 - b. Develop and supervise staff during scheduled programs and activities.
 - c. Provide recommendations and concerns to camp director concerning schedules, programs and staff performances.
- 5) Execute programming through proper communication.
 - a. Ensure that the staff is clear on the daily programming and changes to the schedule. Provide updates at staff meetings or during the day if the program needs to change.
 - b. Communicate with director about said changes and all members of the staff team who will be affected by those changes.



Employment Details

Weeks of Work	14
Start Date:	May 20, 2026
End Date:	August 27, 2026
Extra Days:	May 29-30: Staff Training Weekend June 19-21: YES Camp
Gross Salary	Base Rate: \$450/week

Requirements/Skills

- Current CPR and Standard First Aid
- Ability to work with children and adults
- Ability to communicate clearly and effectively
- Strong leadership abilities and mentorship capabilities
- Ability to schedule and implement successful programs
- Experience and ability to supervise staff, volunteers and campers
- Ability to work independently, prioritize work load and manage time efficiently

Other Responsibilities

- Keep schedule on time
- Lead as a servant leader and be a role model for the other staff
- Help provide an atmosphere for developing good morale and well-being among the camp staff. Promote trust, understanding and unity among the camp staff.
- Assist in leading school field days in the spring
- Develop proficiency in canoeing, archery, zipline, bouldering, and low-rope facilitation and lead these activities with students and campers
- Be willing to lead staff/camper Bible studies in accordance with Kingswood Camp’s Statement of Faith
- Carry out all other duties as assigned by director

Relationships/Accountability

Reports to: Executive Director, Camp Experience Manager
Peer Relationships: Secondary Leadership Team
Internal Relationships: Camp staff, campers
External Relationships: Parents, outside organizations, visitors

Kingswood Camp is an evangelical Christian camp situated on Lake George, Kings County, Nova Scotia, owned and operated by the Eastern Valley Baptist Association and run in cooperation with the Annapolis-Digby Baptist Association. We seek to honour God by providing an atmosphere where campers encounter Jesus Christ and grow as His disciples through wholesome relationships with dedicated Christian leaders, in an inviting outdoor setting, while participating in safe programs and activities relevant to their physical, emotional, social and spiritual development.