

CAMP JOHNSONBURG LACKAWANNA SUMMER PROGRAM COORDINATOR POSITION OUTLINE

Johnsonburg is running a four-week program at Camp Lackawanna in northeastern Pennsylvania this summer. We've already enlisted Jim and Suzanne Bates, retired camp directors with a ton of experience, and we just need one more person to round out our on-site leadership team.

If you've ever wanted to run your own camp but haven't done that before, this is a great opportunity. Interested? Read the job outline below and get in touch.

Primary Responsibilities:

- Under the direction of the Associate Director of Programs and/or their designee(s), coordinate and manage all facets of the on-site summer camp program at the Camp Lackawanna site.
 - Schedule, manage, and empower on-site staff
 - Coordinate the overall schedule consistent with the operation and goals of Johnsonburg's summer program
 - Work with Camp Lackawanna registrar and nurse to facilitate an efficient and friendly check-in and check-out experience, as well as the safekeeping of all campers and staff on-site
 - Apply the standards set by the American Camping Association to our program and procedures on-site at Camp Lackawanna as able
- Serve on the leadership team for the summer camp session
- Be organized and proficient in answering emails and phone calls.
- Lead programming at Johnsonburg as determined by schedule outlined in staff agreement
- Other duties as assigned

Minimum Qualifications:

- 21 years of age
- Valid drivers license
- Previous ministry experience; previous outdoor ministry experience preferred
- Active and demonstrable Christian faith; PC(USA) or similar background preferred
- Organizational skills
- Good rapport with children and adults; previous experience with kids preferred
- Availability from June 12-July 23; June 5-August 6 preferred.

Salary, Living, and Benefits:

- \$500/week salary (paid roughly every two weeks)
- Housing and food throughout the terms of employment
- Great resume builder with lots of responsibility (and support)!

If you have any further inquiries about the position or about Camp Johnsonburg, please contact Tommy Campbell, Associate Director for Programs at tommy@campjburg.org.