



Position: Day Camp Coordinator

Purpose: To support counselors and support staff with clear expectations, schedules, and solutions so they can best care and provide a safe, friendly, organized, and fun environment for all campers and staff

Accountability: Work directly under the supervision of the Program Director.

Qualifications:

- Love for kids and the desire and ability to provide safe and enriching experiences for them.
- Experience in leading groups of peers.
- Mature understanding of leadership, responsibility, and teamwork.
- Be a believer in Jesus Christ and have a desire to share the word and love of God with others.
- Have at least 2 years of experience as a summer camp staff member.
- Preferred: 21 years of age or older.
- Be available for a paid planning period prior to the start of staff training.
- Be available for staff training, work days, and camps.
 - New staff employment dates: May 25-July 20, 2024
 - Returning staff employment dates: May 27-July 20, 2024

Responsibilities:

- Be actively present in the daily camp routine by engaging with both campers and staff in a positive manner.
- Serve as a positive and encouraging role model to all campers and staff in what you say and do - both during camp and after camp is over.
- Follow all rules laid out by Gilmont for both staff and campers. This includes upholding all standards set by the State of Texas and the American Camping Association (ACA).
- Support the emotional, physical, and social wellbeing of counselors and support staff.
- Assist with coordinating rainy day and/or excessive heat plans.
- Plan and implement evening programs for Overnight campers alongside the Activity Specialist.
- Ensure Day Camp programs are operating in a timely manner.
- Assist with daily evening cabin checks.
- Oversee Day Camp check in & check out in a timely and efficient manner.

The following responsibilities will be assigned to Assistant Directors according to their interests and strengths:

- Oversee Music Team.
- Oversee Media Team.

Optional Responsibilities:

- Serve as a Lifeguard during swim and canoe sessions and assist in keeping track of pool chemicals and cleanliness. Lifeguard Certification required and additional compensation will be provided.