



Summer camp coordinators

Position Description

We are hiring for Summer Camp Coordinators. This is a paid position, and the successful candidates will be expected to work from June 25 to August 13, averaging 40 hours per week.

Bridle Trail Baptist Church is a Christ-centered organization dedicated to providing a safe and positive environment for individuals of all ages to encounter and engage with God's presence in their lives. BTBC offers VBC (Vacation Bible Camp) to children in grades 1-5 and youth overnight camp (YOC) for grades 6-12.

Reports to: BTBC children pastor and CM committees.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Work with the children pastor and other camp coordinators to cast and execute overall vision of the camp ministry
- Responsible for hiring, training and leading the summer volunteers team of high school and post-secondary students
- Planning of and appropriate administration and accountability to the budget
- Oversee camp operations and safety
- Plan, coordinate and supervise children on outings and the youth overnight camp
- Build long term relationships with camper families by sending emails to parents before, during, and after the camp
- Keep healthy and growing your Christian faith journey
- To be the Spiritual Leader of the camp

POSITION REQUIREMENTS:

- Attending church regularly
- Has teaching ability, strong communication skills, and interpersonal skills
- Technical ability to work with MS Office, Google docs, editing video, etc.
- Experience working in a camp or kids ministry environment is preferred.
- A police check will be required if you are 18 years of age or older.
- Attend all planning meetings and training sessions related to VBC and YOC.

More information about our Camp can be found on [our website](#). Applications for this position will be accepted until March 31, 2023. Please email resume or enquiry to BTBC children pastor: Mei Yee Woo at meiyee.woo@btbc.org