

Kids Camp Coordinator

Job Description



Goal

- Ensure that the Kids Camp Tribal Leaders are meeting camp expectations

Chain of Communication

- Report to Hospitality Director
- Collaborate with Kids Camp Tribal Leaders to ensure that all campers are getting poured into throughout course of week

Pre-Camp Responsibilities

- Contact all Kids Camp Tribal Leaders to introduce yourself, ensure that they will be at staff training, and that they are completing necessary paperwork
- Collaborate with Hospitality Director on needs prior to camp
- Go over curriculum and make supply list

Pre-game Responsibilities (Saturday and Sunday)

- Train KTL's in hospitality and curriculum
- Go over roles, rules and expectations
- Collect any remaining paperwork
- Check kids camp areas for cleanliness and supplies
- Communicate chain of command for disciplining campers – KTL, KCC, HD, CD. KCC plays the "bad cop/enforcer" role, so the TL does not have to compromise their relationship.
- Prepare schedule and a plan to communicate with camper parents

Camp Responsibilities

- First contact for camper/KTL issues
- Constant communication with KTL on any camper and or KTL in need of prayer and counseling
- **Communicate with all camper parents - schedule, expectations, rules**

Post Camp Responsibilities

- Help clean-up camp & depart

Still Water Sports Camp

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