

Activities Director/Unit Director

Being a camp Activities Director/Unit Director is an opportunity to influence the future. For some, it will bring a lifetime of friendships, both with other staff members and potentially with campers (when they are adults). It is a job that will seem too fun to be true at times, and it will challenge you to your limits at others. Without a doubt, by the time August arrives, you will have matured and grown just as much as the young lives you have impacted. That's the magic of Camp Toccoa.

Activities of Camp Toccoa/Camp Owanyake include:

Archery/Sports & Games
Arts & Crafts
Backpacking
Canoeing & 1 white water rafting trip
Climbing Tower
Electronic/Social Media

Responsible to: Camp Director

Staff Training Dates: Some training will be conducted on-line in April – May. Certification Trainings will be the week prior to Memorial Day. The remainder of staff training will be held May 30 – June 3.

Camp Dates: June 4 – July 29.

Qualifications:

- Must be 18 years of age; some activities require 21 years of age per American Camp Association Standards
- Must be a high school graduate
- Ability to work with staff and children between ages of 6 to 17 years old
- Dependable: this is a commitment for the summer
- Ability to work collaboratively with a team of peers toward common goals
- Ability to work outdoors and maintain a safe environment for campers
- Ability to take direction, problem-solve, and understand when to ask for assistance
 - Certified in or pass training during staff training: First Aid, CPR-AED.
- Optional certifications needed may include Climbing Tower, Lifeguarding, Wilderness First Aid

General Responsibilities:

Supervise and direct campers in one or more program areas; supervise staff in a particular unit

Specific Responsibilities:

- Live in a unit of cabins, supervising up to 4 counselors and overseeing unit activities

- Ensure safety and health regulations are being followed. Oversee staff and campers during any emergency procedures such as fire drills, evacuation plans, etc.
- Supervise specified activity areas. This includes access to the area, storage of equipment used, reporting per ACA standards, evaluation of campers' suitability for further progression in the activity, maintaining cleanliness of the area, and after-hours duties as assigned.
- Plan and participate in unit and All Camp activities.
- Supervise a table at mealtimes.
- Ensure camper safety during program activities
- Be responsible for and with equipment and supplies
- Prepare and submit reports, such as Accident/Incident Reports, Equipment or Maintenance Repairs, Camper Surveys, etc.
- Other duties as needed during the summer

Other information:

This is a commitment from staff training (online in May & on-site beginning May 22, 2022) through July 30, 2023. Staff will be paid for staff training week in the final paycheck. Those not fulfilling the obligations of the summer will forgo compensation for staff training.

Camp Toccoa is a residential camp. Camp Owanyake is a day camp which runs concurrently with residence camp. Activities will include campers from both camps.

Agreed to by:

Board Member/Camp Director

Staff Member

Date