

Camp Director

If you are considering a career in Outdoor Leadership or Outdoor Recreation, being seasonal Camp Director is chance to start your career. It is a position of significant responsibility but comes with an equally significant opportunity to prove your capabilities for positions of greater responsibilities. It can bring a lifetime of friendships. It will call you to be organized, to stay ahead of the program, to mold future camp staff and leaders. It will cause you to grow and mature as you assist others in doing so. That's the magic of Camp Toccoa.

Responsible to: Chair, Board of Trustees or designee

Qualifications:

- Must be 21 years of age or older
- Must be a college graduate or rising Senior
- Ability to work with young adults aged 18 and older
- Ability to work around children between ages of 6 to 17 years old
- Dependable: this is a commitment from mid-May until early August
- Ability to work collaboratively with toward goals established by the Board
- Ability to work outdoors and maintain a safe environment for staff and campers
- Ability to supervise, give direction, problem-solve, give corrections, and terminate staff, if warranted. Also, understand when to ask for assistance
- Complete the following training prior to or during staff training:
 - First Aid, CPR-AED. Optional training: Lifeguarding, Climbing Tower, Wilderness First Aid

General Responsibilities:

To manage all summer camp operations for Camp Fire Georgia's Camp Toccoa and Camp Owanyake, beginning in mid-May and concluding in early August, in conjunction with the designated representative of the Board of Trustees.

Specific Responsibilities:

- Knowledge of American Camp Association Standards; Work with Board/Liaison in documenting the mandatory standards
- Conduct a prescribed training for staff prior to the beginning of summer camp sessions. The training is established. You will need to work with Board/Liaison to execute the training
- Maintain personnel records and documentation of training, skill verifications, contracts, background checks, health records, etc. for staff during onboarding process
- Supervise and direct a staff of 15 – 25 young adults in leading youth in camp activities for as many as 100 – 140 youth

Other information:

This is a commitment from mid-May through mid-August, 2023.

Agreed to by:

Board Member/Camp Director

Staff Member

Date