

## **JOB DESCRIPTION**

Position: Program/Activities Director

Responsible to: Executive Director

### Qualifications:

1. Has a sincere love for the Lord and a desire to see campers know and grow in Him.
2. Will uphold FaHoCha's philosophy and policies.
3. Is flexible and able to work with campers and other staff members.
4. Is willing to forego personal rights for the common good of the camp and campers.
5. Has some understanding and experience with leadership.
6. Will be able to keep things fun and exciting for the campers and staff as well as keep things operating as far as the schedule is concerned.
7. Is eager to learn and grow in leadership skills and be willing to take some initiative.

### Responsibilities:

#### **On Registration Day**

1. Be at camp and ready to serve at 3:00 on each beginning day of the respective camps.
2. Assist in the registration process on each beginning day of the respective camps.
3. Be prepared with several mixer games for each beginning day that would be age appropriate and help the kids get to know one another. Games before evening service and after.
4. Be responsible for creating and or posting cleaning schedule, flag schedule, camp schedule, team list, and Recreation duty schedule.

#### **Regular Camp Session**

5. Get to know the campers as best as you can.
6. Take the time to minister to campers when you have opportunity.
7. Ring the bell for each activity on the schedule and make sure everyone is getting to where they need to be going and helping each part of schedule operate as intended.
8. Be in charge of the flag and song tradition each morning.
9. Supervise the dishes and cleaning times in the schedule.
10. Have an activity/game scheduled for the morning activity slot.
11. Make sure the teams have score sheets and verse record sheets for team time.
12. Do a cabin check during either hot topic or team time and score each cabin and give a report at the noon meal on the winners.
13. Prepare and run team competition games for the team comp. Slot in the afternoon.
14. Make sure the free time recreation opportunities are being supervised by the counselors who signed up on the free time recreation schedule
15. Keep track of the points of the teams and give a report at the evening service.
16. Plan and operate night war games and special night activities.
17. Be prepared to help with some drama for hot topics time.
18. Be available to be apart of the evening services with your leadership in ways like counseling for altar calls, music, specials etc...
19. Be prepared to lead devotions in staff prayer once a week.
20. On the last day, help get camp cleaned up and ready to go for the next week.