**Camp Keir**

**Assistant Director Application**

**2025 Camp Season**

**Our Aim: The summer camp program at Camp Keir seeks to promote growth**

**in Christian character and foster a great awareness of God, the Creator. It also aims to help campers know the Lord Jesus Christ as a living presence in their lives and encourage them towards a personal commitment to Him as Lord and Savior in an atmosphere of fun and recreation.**

Please Print or Type

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone:( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Church (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Assistant Director-(age 19 as of July 1, 2025)**

**10 week position**

**Assistant Director: $650.00 per week and Room and Board**

**Camp Keir dates for 2025**

**You must be available for these dates to apply:**

**Camp Keir Cleanup Day – June 7 (Tentative)**

**Training Dates: May 30- June 1, June 29 – July 8**

**Camping Dates: July 8 – Aug 22**

**Please submit answers to the following on separate paper if they are not covered in your resume.**

**A. Job-related experience and Qualifications**

1. List any previous or volunteer experience that is related to this position.

2. List any qualifications (i.e. lifeguard, first-aid, CPR, food handling, etc.)

**B. Previous Camping Experience**

1. Outline your previous camp experiences as a camper and/or as Camp Staff.

2. What do you feel you have learned through your camp experiences?

**C. Group Participation and Personal Interests**

1 . In what activities have you participated in, both inside and outside the Church?

2. What are your hobbies and interests?

3. Why do you want to work at Camp Keir this year?

**D. Camping and Faith Development**

I What value do you see in camping for children and teens?

2. In what ways have the teachings of Christ affected you and the way you live?

**References - please list 3 personal references that the Committee may contact.**

**(No relatives, please). Suggestions: Minister, Elder, Teacher, Supervisor, Employer.**

**You will be required to undergo a Criminal Records Background Check before your employment for the summer is confirmed. This must be received no later than JUNE 1st, 2025**

 **Please send a completed copy of this form along with your resume to: c****ampkeir@gmail.com****DUE DATE for applications is February 28, 2025 Interviews will be held on March 15, 2025**

 **You will be contacted with information about your interview.**

 \*Please ensure you have a valid work permit to work in Canada\*

**Assistant Director**

We are seeking a creative, organized individual with strong relational skills to develop and implement the program for the upcoming camping season. The Assistant Director will support the Camp Director, helping to foster an environment of Christian discipleship in all aspects of Camp Keir’s purpose and daily life. He/She will live at the camp.

1. The Assistant Director is responsible for:

i) Preparing a complete outline of the camp program for the coming season, including camp themes, special days, evening activities, special meals, sample and rainy-day schedules, in consultation with the Director (and other staff).

ii) Delegating staff to lead programs, co-ordinating program schedules with the program leaders each week, ordering program supplies, and reviewing how the prior week schedule worked.

iii) Training and guidance of the staff in program and camping activities, in consultation with the Director.

iv) Organizing and monitoring the program resources, ensuring that equipment is stored safely throughout and at the end of the season.

2. The Assistant Director will work to develop Camp Keir’s program by researching and using a variety of games – both classic and new.

3. The Assistant Director will prepare a mid-season report and final written report of the program and an assessment of staff for the Camp Convenor.

4. The Assistant Director, with the Director, will prepare and lead sessions for staff training.

5. The Assistant Director will meet with the Director to help organize the weekly schedule.

6. The Assistant Director will not use tobacco, alcohol or drugs while employed by the Camp.

7. The Assistant Director will debrief the program for each camp with staff at end of each week.

8. The Assistant Director will co-ordinate with the LIT Program Directors as needed.

9. The Assistant Director, in consultation with the Director, will facilitate the daily staff meetings to

review and prepare for daily activities and to encourage spiritual discipleship.

10. With the Director, the Assistant Director will ensure daily and weekly duties are completed.

Also, he/she will ensure end of season clean-up is completed.

11. Before camp begins, the Assistant Director will undergo and provide a Criminal Records

Background Check and proof of a valid driver’s license, no later than June 1, 2025.