



Program Leader: Multiple Seasonal Contracted Positions

Vision:

People of all ages may experience community, restoration, and physical and spiritual growth in a Christian camping and retreat environment. People at camp build meaningful connections, foster existing relationships, and create new friendships. People at camp feel refreshed, rejuvenated, rested, and reconnected. People at camp acquire leadership skills, participate in physical activities, and receive teaching to grow in their Christian journey.

Purpose:

The Program Leader is responsible for providing a fun, adventurous, safe, caring, and spiritually enriching environment for campers. This role involves leading daily activities and programming while ensuring that campers have a fun and memorable camp experience. Program Leaders also provide general operational support to Camp Harmattan throughout the contract term.

Department: Program Department

Expectations of all Camp Harmattan Team:

- Uphold the vision, mission, values, and strategic plan of Camp Harmattan with the highest standard of excellence.
- Uphold and adhere to Camp Harmattan and external regulatory policies, procedures, best practices, principles, and standards.
- Commitment to personal spiritual growth and intentional discipleship, mentorship, and care for campers.
- Possess a willingness to step outside of specific roles and responsibilities to help Camp Harmattan accomplish its vision and mission.

Core Responsibilities:

Programming and Activity Preparation and Facilitation:

- Serve as a primary facilitator and supervisor for specialized activities such as archery, axe throwing, climbing wall, spiritual emphasis activities (labyrinth, prayer wall, prayer walk), crafts, wide games, outdoor adventures, and other activities as needed.

- Help prepare and set-up stage sets, costuming, or other creative elements for ministry programming.
- Work with other staff members to ensure a cohesive camp experience.

Spiritual Guidance:

- Help facilitate discussions on faith-related topics and encourage campers to explore their relationship with God through formal program responsibilities as well as informal interactions .
- Model Christian values through words and actions, providing a living example of faith in practice.

Chapel and Campfire Participation:

- Participate in chapel and campfire creative presentations, worship and actions presentations, sharing testimonies, and presenting announcements.

General Camp Support and Service:

- For portions of the schedule, assist camp operations as backup support to general seasonal team tasks including, but not limited to the following:
 - Food Services and Hospitality: general food preparation, serving meals, dishwashing, tuck retailing, and serving other hospitality provisions in the ice cream shop and coffee cabin as needed.
 - Site Maintenance and Logistics: clean and organize program areas, Pavilion, sports fields, program storage areas, post-camp cleaning, as needed help with site-wide custodial support, set-up and tear down, as well as general site and facility tidying, clean-up, and cleaning.

Camper Supervision Relief:

- When necessary, provide break support and emergency coverage for Cabin Leaders.
- Establish a positive and inclusive environment that encourages camper participation and connection.

Safety and Health:

- Maintain a safe environment and report any issues to senior leadership.
- Adhere to camp policies and procedures regarding health, safety, and emergency responses.

Conflict Resolution:

- Help address conflicts or behavioral issues among campers in a compassionate and constructive manner.

- Foster teamwork and camaraderie among campers.

Communication:

- Maintain open lines of communication with campers, seasonal camp staff, and senior leadership.
- As appropriate, provide feedback on camper and staff experiences and suggest improvements to camp programming.

Team Collaboration:

- Work collaboratively with Cabin Leaders, general camp staff, and volunteers to support camp objectives.
- Attend training sessions, staff meetings, and team-building initiatives, as required.

<p>Primary Working Relationships:</p> <ul style="list-style-type: none"> ● Summer Camp Manager ● Seasonal Staff ● Campers ● Volunteers ● Guests 	<p>Other Key Working Relationships:</p> <ul style="list-style-type: none"> ● Site and Facilities Manager ● TBD* ● Food Services Coordinator ● Custodial Assistant ● General Operations Director ● Executive Director
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*Pending finalization of 2025 organizational structure.

Expected Qualifications and Attributes:

- Must be a committed Christian with a strong personal faith and understanding of Biblical teachings that align with the Church of the Nazarene’s “Statement of Belief”. The Program Leader must also agree to abide by the Association’s policies, procedures, and expectations.
- The minimum age for this position is 18 years old, or must have graduated from high school, by the start of summer camp.
- Exceptional Team and Leadership Skills:
 - A self-initiator who possesses a friendly, approachable, professional demeanour and a positive, team-oriented attitude.
 - Strong leadership, interpersonal, and communication skills.
 - Ability to create a fun and enthusiastic environment.
 - Ability to multi-task and adapt to changing priorities.
 - Ability to handle diverse situations with grace and patience.
 - Demonstrated ability to handle sensitive, challenging, and/or confidential situations respectfully and compassionately.
 - Ability to troubleshoot and problem-solve general issues and determine what requires escalation to leadership.

- Previous experience working with children or youth, preferably in a camp or ministry setting.
- Good health, stamina, and ability to lead and participate in physical activity.
- Current certifications in First Aid and/or CPR are not required, but considered an asset.
- Background check clearance (both criminal and vulnerable sector checks are required).

Working Conditions, Expectations and Requirements:

- The average hours for the Program Leader will be eight hours/day of paid employment for the contract term (generally July or July and August), plus volunteer hours to ensure sufficient supervision of campers. June hours will generally be part-time for staff training sessions, team-building, support for external bookings, and day camp.
- Time off requests that fall on scheduled working days during the contract term must be submitted to the Summer Camp Manager for consideration and/or approval by June 1, 2025.
- The Program Leader will be required to be physically onsite at Camp Harmattan for scheduled work days during the contracted term.
- Willingness to work evenings, weekends, and statutory holidays, as required.
- Willingness to actively engage in other duties as required to fulfill Camp Harmattan's vision and mission.

Accountability and Reporting:

- The Program Leader reports directly to the Summer Camp Manager.
- An end-of-season exit interview will be conducted with the Summer Camp Manager.

Compensation, General Benefits, and Standards of Practice:

- Competitive hourly rate of \$18/hour for an average of 8 paid hours per day of scheduled camp.
- Room and board provided during contracted camp days, with a schedule to be predetermined before the start of camp.
- Opportunity for personal and spiritual growth.
- Experience working in a supportive and mission-driven environment.
- Matching scholarships of up to \$1000 to Ambrose University available to eligible seasonal Camp Harmattan staff.
- Camp Harmattan is a mission-based organization whose programs fall outside a stereotypical Monday-Friday work week. Days off/Statutory Holidays may fall irregularly while adhering to Alberta Labour Standards for employment.

Application Process:

- Interested candidates should submit an online application complete with references at www.campharmattan.com.