



## Grow+ELI Leadership Team: Program Director



**Classification:** Paid Seasonal-Summer

**Reports To:** Grow+ELI Director

### Minimal Qualifications:

- Active Christian faith
- Passion for building Christian community within a camp ministry setting
- Willingness to support the theological doctrines and practices of the United Methodist Church
- Bachelor's Degree or at least 4 years relevant experience required
- Ability to:
  - teach, lead, train, mentor, and supervise others
  - facilitate harmonious relationships and interactions between staff, parents, and campers
  - perform potentially strenuous physical activities (e.g. hiking, lifting gear, etc)
  - give and receive constructive criticism in a loving, Christ-like manner
  - solve problems creatively in fast-paced and at times high-stress environments

### Grow Site Director Responsibilities:

- Assume overall responsibility for Grow site operations including but not limited to:
  - camper and staff safety
  - risk management
  - staff supervision
  - food and supplies procurement
  - health care & paperwork
  - media coordination
  - worship coordination
  - daily check-in and check-out coordination
  - transportation
  - emergency procedures
  - ELI debriefing
  - ELI meal and lodging logistics
- Receive training in a combination of the following certifications: archery facilitation, first aid, lifeguarding, ServSafe food preparation, Challenge Course, Archery, and Driver
- Attend Grow+ELI Leadership Team winter retreat for team-building and planning
- Work with Grow+ELI Director and Grow+ELI Site Directors to coordinate site-specific logistics (e.g. risk management, transportation details, ELI lodging, day camp schedule, etc.)
- Collaborate with Grow+ELI Director, lead training sessions and activities during ELI leadership development week
- Serve as a resource to assist Grow+ELI Site Directors in facilitating nightly debriefs and morning devotionals
- Verify skills of Grow+ELI Site Directors
- Serve as primary contact with host church staff and Day Camp Site Coordinator
- Live on site the church site during the week
- Support Grow+ELI Director, Grow+ELI Site Directors, and ELI as requested
- Be an active and supportive member of the Grow+ELI Leadership Team
- Maintain an atmosphere of spiritual growth, personal development, and safety
- Prepare for summer during spring through on-site meetings and online/phone discussions
- Help to assure adherence to camp policies and procedures
- Attend and contribute to Grow+ELI Leadership Team meetings

These are not the only responsibilities assigned to this position. Other responsibilities may be assigned and the above list may be altered as-needed.