

## Position Description - CAMP COORDINATOR

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<b>Position Title:</b>	Camp Coordinator - Educational Camps
<b>Employment Status:</b>	Permanent Full Time
<b>Division:</b>	CRU Educational Camps (CEC)
<b>Location Home Base:</b>	CRU Galston Gorge and various appointed camp locations
<b>Division Manager:</b>	Director of CRU Educational Camps
<b>Reporting Manager:</b>	Camps Manager
<b>Direct Reports:</b>	Nil
<b>Date Prepared:</b>	October 2022

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### POSITION SUMMARY

The Camp Coordinator is a member of the CRU Educational Camps team and is primarily involved in the planning and running of camp programs for CRU, in order to best support CRU's mission of sharing Jesus with a new generation. This role is focused on the CRU Educational Camps, whilst also being involved in directing CRU Holiday and Day Camps.

### ABOUT THE ORGANISATION - CRU

#### **Mission Statement and Purpose:**

CRU is a Bible-based, interdenominational Christian youth organisation whose vision is to proclaim the gospel of Jesus Christ to the students of the independent schools of Australia, to nurture Christians, encourage church membership and train young Christians for a life of servant leadership.

Similarly, we pray that each employee will grow in their relationship with God and will develop new skills and abilities to serve Him. Our staff look to work together as a team to build each other up, not just to be productive workers, but to be people who will grow in their love and knowledge of God.

Theme verse: *'We will tell the next generation the praiseworthy deeds of the Lord, his power, and the wonders he has done.'* - Psalm 78:4b

We work towards this purpose using three core ministry strategies:

- CRU Holiday Camps - residential and day camps for school students during school holidays on both the east coast and in Perth;
- CRU Educational Camps - fully programmed camps for school year groups during term times; and
- Schools Ministry - encouraging and supporting Christian groups and speaking in school chapels and assemblies on both the east coast and Perth.



This ministry is underpinned by administrative support, and by the operation of two Camp and Conference Centres at Galston and Lake Macquarie, where students and campers can enjoy a fantastic camp experience while at the same time grow in their faith.

#### KEY DUTIES & RESPONSIBILITIES (but not limited to)

- Undertaking approximately 20-25 CRU Educational Camps;
- Preparing for and 'directing' the majority of camps attended, which involves liaising with teachers, managing a team of staff, delivering Christian talks, running outdoor activities, as well as pre-camp and post-camp administration;
- Providing guidance, mentoring and training for staff in our training roles and also volunteers;
- Being a director, speaker or leader on 2-3 CRU Holiday Camps, including CRU Day Camps.

Other regular duties include but are not limited to:

- 'Office-based' Educational Camps work including but not limited to: reviewing and developing resources, writing talks, and developing training sessions;
- Preparing and participating in staff Bible studies, devotions and theological training;
- Participating in Senior Staff team and other staff meetings;
- Participating in training courses as directed, which may include theological study, outdoor recreation training and/or other ministry skills development;
- General CRU duties as directed by the CEO or his appointed proxy, which could include duties within other divisions.

#### ESSENTIAL CRITERIA

The following qualities are seen as being necessary for this position:

- Mature and consistent Christian faith with active involvement in a Christian church, with sound biblical teaching (as evidence of commitment to Christian ministry and service);
- A full agreement with CRU's 'Statement of Belief';
- A commitment to and belief in the value of camping for providing a positive environment for evangelism, and for pastoring and developing a team of leaders towards that goal;
- Experience in working with school-aged children, including running camps, church kids and/or youth ministries, games, sports or outdoor activities;
- Experience and ability in preparing and presenting Christian talks and small group studies;
- Strong Bible knowledge and a clear understanding of the Bible's application to the day-to-day lives of the students;
- Ability to work independently, and within a team, and the ability to lead a team of up to 40 other leaders;
- Excellent verbal and written communication skills, and a strong eye for detail;
- Excellent personal presentation, coupled with energy and commitment;
- Ability and willingness to work irregular hours as necessary;
- Friendly, approachable and polite demeanour and customer service focus, and a desire to work closely with school and church staff in implementing programs;
- Strong organisational skills and efficiency, and the ability to prioritise;
- Appropriate health and fitness to carry out all duties in a safe and efficient manner;
- A current driver licence;
- A NSW Working with Children Check (or willingness to obtain one).

### DESIRABLE CRITERIA

- Previous experience in a similar role within the education, outdoor recreation or hospitality/ tourism industries;
- Qualifications in education, outdoor recreation, theology, hospitality management or another related field;
- Competency and/or experience in activities such as sailing, canoeing, rock climbing, abseiling, high ropes, low ropes, bushwalking, archery, etc.;
- First Aid training and/or Bronze Medallion.

### REMUNERATION

An attractive remuneration package will be offered, and will be negotiated depending on the qualifications and experience of the successful applicant. As a 'Religious Practitioner' you may be able to take up to 40% of your salary package as a tax-exempt Ministry Expense Account.

### PROHIBITIONS

Prohibited persons under applicable Child Protection legislation are ineligible for this position. Continuing to meet these requirements will be essential for continued employment. Prior to commencing employment, you must provide your Working with Children Check number or application number. Further details on this process can be accessed at: <https://www.kidsguardian.nsw.gov.au/child-safeorganisations/working-with-children-check>

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