



## Job Posting | Summer Staff

304 IAWAH Rd RR2 Godfrey ON K0H 1T0

Phone: 613-273-5621 ex. 107

Email: [camping@iawah.com](mailto:camping@iawah.com)

### Out There / Activities Coordinator

**Note: This position is only available to those able to commit to the full spring and summer contract period (4 month contract).**

*Prerequisites:*

NLS, Wilderness First Aid and ORCKA Moving Water 1 certifications are all requirements. Additional ORCKA certifications in the area of instruction are considered an asset. Substantial previous experience in tripping is required. Experience in managing others, budgeting for equipment purchases and knowledge of several activity areas offered at IAWAH is desired. The successful candidate must be at least 19 years of age. Previous experience working with children in ministry, is seen as an asset.

*Overview:*

The Out There / Activities Coordinator will work directly with the core camping team to help prepare a successful and safe summer for staff and campers in all activities offered. Your job is to connect with each of your staff, consider what training would be beneficial, creating a strong leadership team. Camper safety and health are top priority and must be ensured at all times. As the Out There Coordinator, you must guide out tripping staff in preparation of trip activities, devotionals and studies.

*Expectations:*

1. Serving campers by overseeing all aspects of IAWAH's offered activities.
2. Review post summer inventories for each area and purchase needed equipment where necessary following budget guidelines. Guide staff in pre-summer inventory data collection.
3. Help to organize the staff training weeks for all activity heads.
4. Provide spiritual nurturing and care for participants, in a way that is appropriate for where they are in their spiritual journey.
5. Ensure that activity manuals are up to date including risk management policy. Review these manuals with all activity heads.
6. Work with the camping team in the organization of activity sign-up.
7. Organize the transportation schedule for the summer, contracting where needed or finding volunteer drivers where possible.
8. Pre-planning for trips includes but is not limited to: Gear organization, ensuring adequate gear for the terrain and number of participants, menu planning and pre-trip food packing, being mindful of dietary restrictions on the trip. Time-sensitive communication with the kitchen and medical staff is critical.
9. Pre-trip briefing with the tripping staff; Flow of a typical day, packing and preparation of trip, what to expect in terms of activity level, bathroom/sanitation procedures, expectations of the group, and expectations for the lead.
10. Help in the design of a progressive and educational tripping program for IAWAH.
11. Direct and review pre- and post-trip inventory of all equipment for each activity area, noting any loss, repairs needed or replacement required.
12. Continued maintenance and review of equipment throughout the summer is required.



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In addition to the above expectations, the successful candidate will contribute positively to an environment where we seek to encourage, build up and humbly challenge one another to continually grow. As a leader, they will demonstrate discernment and maturity helping to perpetuate safety, efficiency and fun as we strive to create a place for campers as well as staff from many different walks of life to be able to open up and experience freedom in a life with Christ.

All staff are required to sign IAWAH's Statement of Faith, Lifestyle Agreement and Commitment to team.

(updated Oct. 2018)