

## Job Posting: IAWAH Christian Ministries (Camp IAWAH)



### Position: YDLP Coordinator

Start Date . May 10

End Date. August 29

### Overview

The YDLP coordinator is responsible for the overall running of each level of YDLP – Rise, Crew, Roots and Reach – which includes pre-camp preparation, YDLP specific staff training, and the development and coordination of each schedule. This person is the main resource for all staff in matters relating to personal life, general camp experience and community living. The YDLP Coordinator cares about the holistic health of staff and campers and they work to promote an environment where all feel safe, built up and encouraged.

### Expectations

#### 1. Recruitment

- a. The YDLP coordinator will work with the camping coordinator in finding and hiring the right people for the team.
- b. Interviews for each staff member will be coordinated with the camping coordinator.

#### 2. Support and supervision of YDLP staff

- a. Ongoing support during the summer
  - i. Spiritual support
    1. Develop mentoring relationship with the staff, scheduling one-on-ones
    2. Pray for and with the staff regularly
  - ii. Emotional support
    1. Be aware of any issues that staff may be dealing with and support appropriately or seek assistance
    2. Provide guidance (and, if necessary, conflict resolution) in matters related to community living
  - iii. Physical support
    1. Available to relieve staff when needed
    2. Make sure time off is being adhered to
- b. Communication and support leading up to the summer, ie. Expectations, prep time for sessions staff will be teaching

#### 3. Develop each of the YDLP schedules in advance, making sure that all logistics are coordinated between the programs. This includes

- a. Logistical coordination of out-trips
  - i. Departure dates
  - ii. Transportation schedules and drivers (work with camping coordinator)
  - iii. Coordinate needs (park fees, etc... work with tripping coordinator).
- b. Scheduling time-off for staff
- c. Finding speakers / teachers in advance for training and/or programs
- d. Working with the facility team for any projects / facility work (Crew and Roots)
- e. Working with photography to ensure slide shows for closing day
  - i. Make sure a proportionate number of photos are being taken for YDLP

#### 4. Development of a YDLP manual and information packages

- a. Looking at a progressive curriculum for each level of YDLP
- b. Finding the appropriate resources (books, videos, teaching materials)
- c. Review of all information packages going out and updating

#### 5. Ensure quality of participant experience

- a. Ensure that all participants are supported appropriately providing opportunity for their success in the program
- b. Communicate with parents about any issues that may arise with campers

*In addition to being able to meet the above expectations, the successful candidate will be friendly and relatable so that staff feel comfortable approaching them; understanding and compassionate so that staff feel supported*

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*when they do approach them; and proactive about problem solving, brainstorming and following through on the situation in whatever way necessary. Proven experience working with youth and experience in camping ministry are requirements. Previous experience working in a leadership role at IAWAH and previous experience working as a peer leader with students/young adults will be considered a strong asset.*