



**Title:** Unit Director  
**Responsible to:** Summer Program Director

**Qualifications:**

1. Minimum 21 years of age.
2. Enrollment at a 4 year college majoring in Camping, Recreation, Religion, Education, or related field preferred.
3. At least 2 years of prior organized camping experience preferred.
4. Positive driving record.
5. Certification in First Aid and CPR.
6. Possess strong listening and communication skills.
7. Desire to model Christian values.
8. A growing, searching, and tolerant Christian faith.
9. Interest, knowledge, and skills in a variety of camp programs.

**General Responsibilities:**

1. Create within their respective unit an atmosphere of Christian community which will promote spiritual, physical, intellectual, and social growth among its members.
2. Serve as a support system for all summer staff.
3. Encourage and affirm all summer staff.
4. Serve as a resource person for each group within their respective unit.
5. Oversee groups within their respective unit.
6. Be familiar with and encourage staff to abide by the American Camp Association (ACA) Accreditation Standards.

**Specific Responsibilities:**

1. Work with leadership staff to lead staff training.
2. Help to assign staff for each week of camp.
3. Assist with the check-in and check-out process.
4. Oversee implementation of activity hour programs.
5. Organize and lead Evening Program.
6. Plan snacks and cookouts and place order for necessary food and supplies.
7. Instruct and facilitate canoeing, kayaking, archery, and challenge course.
8. Lead offsite trips when assigned.
9. Evaluate counselors within their respective units at the middle and conclusion of the summer.
10. Work with counselors to handle difficult or disruptive situations.
11. Participate in a mid-season and end-of-season performance appraisal in addition to regular coaching sessions
12. Perform additional duties as assigned.

**Evaluation process:**

Summer Program Director will provide a performance appraisal at the middle and conclusion of the summer.