



Program Coordinator

Higher Ground at Lake Louise is a Christian Summer Camp for kids and adults who long for fun and peace. We create tailored, Christ-centered camp experiences to lead campers to know, love, and serve God. This is possible through the beautiful natural environment, our caring staff, and life-changing encounters with the Father heart of God.

As **Program Coordinator**, you will play an essential role in nourishing the growth of our campers during their time with us and helping them have the best week possible. The events, activities, and recreation you coordinate will help cultivate a deeper connection between our campers and Christ, and provide a safe place for their faith to blossom. You'll be a resource for campers and volunteers, and serve as the connection between Program and Resident staff members.

General Requirements:

- **Empathy** - Our ideal candidate works to shape Higher Ground in a way that is mindful of the everyday challenges facing young people, and is dedicated to fostering healthy growth in mind, body, and spirit.
- **An open mind** - We aspire to make *all* of our campers feel like they belong here. That means allowing them to ask difficult questions without fear of judgement, and giving them authentic, respectful answers.
- **Be curious and creative** - Be ready to curate and share a resource list of games, activities, crafts, and songs that we can use in camp programming. And, be ready (and excited) to help lead these activities.
- **Be on a journey of your own** - Our Resident Program Director should have a strong connection with their faith, and be on their own spiritual journey with Jesus Christ. Your experiences will provide campers with an authentic sense of understanding, and inspiration for continuing their own journeys.
- **Assist** our weekly Program Directors in setting up and carrying out planned weekly programs.
- **Share progress** - Meet weekly with the Resident Manager, weekly Program Directors and Executive Director; attend all program staff meetings.

Essential Functions: (including but not limited to)

- Ensure safety of campers at all times
- Be a positive role model for campers at all times
- Assist in volunteer management and coordination both in Program staff, short-term Resident staff and Volunteer Village participants
- Lead weekly group meetings and Bible studies
- Work with Program Directors to meet any last-minute needs he or she may have for the program to run effectively
- Be trained and available to help out as a Psalm68Five mentor and in TBRI

- Demonstrate appropriate physical, verbal, and emotional boundaries with other staff, volunteers, and campers at all times
- Read, know, and abide by the camp rules and policies provided to you; ensure that volunteers and campers adhere to them
- Match Volunteer Village participants with opportunities during camp weeks
- Contribute to a healthy and vibrant team and camp culture

Required Knowledge, Skills, and Abilities:

- Willingness to work with children and teenagers
- Ability to follow complex oral and written directions
- Capable of passing required background checks
- Ability to work with others cooperatively and creatively
- Be in good health and able to participate in strenuous activities
- Be flexible and willing to support the overall life and ministry that occurs at camp
- Be willing and able to perform daily various kitchen and maintenance duties as assigned

Compensation

- Weekly/daily stipend
- Accommodations and utilities provided
- Meals and snacks provided

Note:

Please note that Higher Ground at Lake Louise will always have American Baptist roots and connections, but will continue to partner with multiple Christian denominations and organizations to maximize our Kingdom impact. Our mission at Higher Ground at Lake Louise is to provide a place where campers can come to know God, love God, and learn to serve God through developing faith in Jesus Christ. We ask that you do not emphasize or denounce any particular Christian denominational beliefs, but rather that you present the campers with the Gospel of Jesus Christ and practical ways that they can live out their faith. If a camper approaches you about an apparent controversial topic between denominations, encourage that camper's desire to know more, but tactfully encourage him/her to discuss the matter with his/her home church pastor or parents.

By signing below, I attest to having read the above job description and agree to work within the boundaries set forth by Higher Ground at Lake Louise. I understand what is expected of me and agree to fulfill these duties to the best of my abilities.

I _____ have read the above Job Description and agree to fulfill all duties of the Resident Program Director.

Signature

Date

(Some fine print)

Procedures are governed by policies executed by the Board of Directors, as well as qualifications outlined by Michigan DSS Rule 109(1) and must be executed accordingly. The work is performed under the general supervision of the Higher Ground at Lake Louise Board of Directors (Board).