



## **Calvin Center Position Description**

**Position: Trips Leader**

**Reports to: Associate Program Director**

### **Purpose of Position**

- To carry out the work specifically relating to the summer camping program by planning and Implementing programs and training for Off-Site Trips.

### **Qualifications**

- Be of sound Christian faith, and good Christian Character.
- Must be at least 21 years of age.
- Have documented wilderness skills; and the ability to teach them.
- Certified in Wilderness First- Aid and/or Wilderness First Responder, High Ropes and other appropriate certifications.
- Have exceptional ability to understand and relate will to others- especially children.
- Have exceptional ability to listen to and communicate with others.
- Be a team player. Be flexible. Be positive, outgoing, and enthusiastic.
- Is extremely alert and safety conscious.
- Be self-motivated and able to complete duties with minimal supervision.
- Willing to participate in and or lead camp activities.
- Be patient, sensitive and accepting of oneself and of others.
- Willing to do whatever benefits Calvin Center and the summer camp program.

### **Relationships**

- All Positions are under the supervision of the Associate Program Director.
- Works directly under the supervision of the Associate Program Director.
- Works alongside counselors and program staff.
- Directly supervises, instructs and cares for campers.

### **Responsibilities (Including but not limited to the following)**

- Coordination and leadership of all Adventure Program Camps.
- Arrangement of equipment supplies.
- Plan all meals for off- site trips.
- Follow all prescribed vehicle reporting policies.
- Inventory and maintain all supplies used for off-site trips.
- Reside on-site for the summer program, sharing a residence with other camp staff.
- Attend all staff meetings. Attend all meals. Attend all "All Camp" Activities.
- Perform other duties as designated by Associate Program Director, Program Director, or Executive Director.

As a ministry of the Presbytery of Greater Atlanta (PCUSA) Calvin Center offers a welcoming sanctuary for re-creation and Christian nurture.