

Overall Purpose

To assist and give leadership in all areas and aspects of the GBU program including overseeing the dining hall environment, ensuring effective programming throughout the summer.

Organizational Structure

This position reports to the Program Director. The GBU Manager will directly oversee the SLUG and LITE coordinators and will be accountable for the GBU students.

Principle Duties

- Spend time regularly with God
- Bring spiritual leadership to the GBU coordinators and students.
- Weekly meet one-on-one with each GBU coordinator
- Weekly meet as a GBU team
- Encourage GBU coordinators and students
- Ensure that the students uphold camp policies. Administers discipline to those who fail to uphold the safety policies and procedures of the camp.
- Fill in for Coordinators on their day off
- Be a consistent presence in the dining hall throughout the summer.
- Act as a liaison between campers and the kitchen during meal times
- Ensure proper communication between the camp and parents of students
- Maintain accurate and relevant streams of communication with all staff throughout the summer.
- Understand and comply with staff and camper policies that provide for an efficient and safe camp community.
- Evaluate the performance of the SLUG and LITE coordinators by conducting mid and post summer evaluations.
- Become familiar with the specifics of each program – their efficient running and how they can be of value in the running of camp.
- Responsible to make sure that every student gets dropped off and picked up at the appropriate times on the first and last days of their term
- Overseeing evaluations of each student
- Oversee the planning and execution of all out trips taken, ensuring proper paperwork is completed and appropriate communication prior to the trip
- Work with the APD to oversee the integration of GBU students and cabin leaders

Qualifications

- Strong desire and willingness to serve
- Mature in their Christian faith
- Some College
- Experience working with High School students
- Must be organized
- Approachable and personable
- Mature leader
- Ability to exercise independent judgment
- Problem solving skills
- Experience managing a budget is a great asset