



Senior Staff

Job Purpose

Members of the Senior Staff report directly to the Camp Directors and oversee delivery of camp programs and operations.

Expectations

1. Work collaboratively with the other members of the Senior Staff team to achieve camp goals
2. Embrace and respect Red Pine Camp traditions and philosophy
3. Show dedication to quality, teamwork and customer service
4. Show respect for staff, campers and the environment
5. Adhere to the senior staff guidelines and personal code of conduct
6. Act as a role model for the junior staff
7. Be familiar with camp policies and promote the values of camp
8. To participate fully in camp life

Key Responsibilities

1. Liaise with designated committee member prior to camp season
2. Participate in pre-camp activities including planning programs, and setting up equipment and facilities
3. Train, supervise, schedule and evaluate the junior staff
4. Train, supervise and evaluate the leaders-in-training
5. Provide support in other departments
6. Ensure junior staff rules of conduct are followed
7. Complete nightly camp lock up activities
8. Perform junior staff bunk checks
9. Ensure all camp facilities are kept tidy and in good condition
10. Prepare an end of season report
11. Review and recommend changes to departmental manuals
12. Observe the hours of work and responsibilities as outlined by the Camp Directors
13. Perform any other operational duties as assigned by the Camp Directors

Leaders in Training (LIT)

Job Purpose

The Senior Staff LIT role is accountable for delivering the Leaders-in-Training (LIT) program to campers.

Key Responsibilities

1. Develop and communicate LIT program goals, duties, responsibilities and expectations to parents and participants
2. Provide leadership training and theory sessions throughout the week
3. Teach initiative/trust activities
4. Plan, organize and supervise an LIT overnight
5. Schedule LIT work placements
6. Monitor LIT work placements throughout the week
7. Write and deliver evaluations for LIT participants
8. Manage inventory of LIT supplies and equipment
9. Work with Family Program Senior to involve LIT's in evening program
10. Maintain proper LIT evaluations and track volunteer hours
11. Provide the Operating Committee with a summary of LIT performance at the end of the year.