



**Organization:** St. Christopher Camp and Conference Center

**Location:** Seabrook Island, South Carolina

**Website:** [stchristopher.org](http://stchristopher.org)

**Job Title:** Assistant Director of Summer Camp

**Salary:** \$550/week with the opportunity to earn more through various trainings and certifications

**Start Date:** 5/1/2025

**Contact:** rrocketts@stchristopher.org

### **Job Description:**

First of all, what is Camp Saint Christopher? We are an Episcopal Summer Camp located on beautiful Seabrook Island, South Carolina. With 314 acres of barrier island property, there's always an adventure to be had! Perhaps you'll sail or swim on the beach or launch a kayak into the marsh. Maybe you'll lead a hike on one of our trails (we have 5 miles to choose from!) or have a bonfire under the stars. And at the end of the day, you can watch the sunset from the boardwalk or from one of our beachfront cabins with all your new camping friends. It's going to be an epic summer! Join us!

**Accountability:** The Director of Summer Camp oversees all summer team roles. Additionally, they may receive oversight from the Executive Director of St. Christopher and the Bishop of The Episcopal Church in South Carolina.

*\*Please note that staff and team will be used interchangeably throughout our communications\**

### **Assistant Director of Summer Camp**

#### **Collective Support Staff Responsibilities:**

- Lead, train, assist, help, support, and mentor camp counselors while in your program area
- Create a healthy Christian camp culture among campers and staff
- Serve as other important roles: Lifeguard, Rock Climbing Wall, Archery Instructor, Driver, etc.
- Support night programs
- Support all camp staff in the upholding the community covenant, with grace and love

#### **Accountability:**

The Assistant Director of Summer Camp reports directly to the Director of Summer Camp. Additionally, they may receive oversight from the Executive Director of St. Christopher and the

Bishop of The Episcopal Church in South Carolina. The Assistant Director also serves as the direct supervisor of all team members when the Director of Summer Camp is not present.

**Principal Responsibilities:**

- With Director, support total management, safety, and continuity of Camp Saint Christopher
- Serve as direct manager to counselors and CITs when Director of Summer Camp is off or away
- Take a primary role in building covenant-based, professional community among staff, (serve as teacher & mentor)
- Organize team for opening and closing day, helping facilitate smooth check-in and check-out
- Thoughtfully manage counselors and CITs cabin placements for each session
- Ensure that counselors are prepared to lead, support, and care for campers
- Coordinate support staff for night checks (check in with each cabin each night)
- Support counselors with conflict or difficulty in camper groups (homesickness, bullying, etc.)
- Act out skits and fun, silly announcements throughout the day to inform all campers and staff of general schedule
- Act as primary timekeeper, ensuring the daily schedule is being kept, making sure transitions are occurring and changes to schedule are communicated promptly
- Work with interns to prepare t-shirts, charms, etc. for each session
- Additional Expectations: Be prepared to implement any additional work responsibilities that may be asked of you.

**Job Qualifications:**

**Minimal Qualifications:**

- Passion and ability to work well with children, youth, and emerging adults.
- Comfortable with building Christian community through teaching, leading, and equipping others
- Passion and ability to facilitate harmonious relationships and interactions between staff and campers
- Ability to perform potentially strenuous physical activities (hiking, campouts, swimming, etc.)
- Ability to give and receive feedback to contribute to personal and professional growth and the betterment of the community
- Creativity and problem-solving skills in all types of high-stress and fast-paced situations
- Ability to support the theological doctrine & practices of the Episcopal Church and our inclusion policies

**Desired Specific Qualifications:**

- At least 21 years of age; 1-2 seasons of proven success as a leader in a youth serving agency; active spiritual life.