



*A Record of Success: The King's University in Edmonton is a lively, dynamic and nurturing learning environment. King's learning experience is enhanced by the institution's strong commitment to community service and faculty research. King's offers fully accredited three- and four-year Bachelor degrees in the arts, humanities, social sciences, natural sciences, and commerce, as well as a two-year Bachelor of Education after-degree. King's currently serves over 900 students of all ages from a variety of backgrounds from across Canada and abroad, representing a wide variety of nations.*

## **Summer Youth Camp Coordinator**

Part-time, term contract

Feb 15 – July 31, 2023

### **POSITION SUMMARY**

The Summer Youth Camp Coordinator is responsible for the organization and coordination of summer camps for children ages 8-12 that will run from July 10-14 and July 17-21, 2023 at The King's University. The coordinator is responsible for arranging the logistics associated with running the camp and hiring, training, and supervising camp counsellors.

### **KEY RESPONSIBILITIES**

- Design the camp structure (schedule and activities) and develop the camp program.
- Make all facility bookings and food arrangements for the camps.
- In consultation with the university's marketing department, coordinate marketing plans.
- Hire and supervise camp counsellors. Lead counsellor training.
- Develop registration forms and manage the participant registration process.
- Coordinate communication with registrants.

### **QUALIFICATIONS**

- Professing Christian able to sign King's Statement of Faith.
- Previous camp leadership experience preferred.
- Must have First Aid certification.
- Abide by and respect the policies of The King's University.
- Students are welcome to apply but require previous summer camp experience.
- Must provide a criminal record check.

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A condition of employment is assent to the University's Christian Statement of Faith found at:

<https://www.kingsu.ca/about-us/careers>

This is a short-term contract position with a total compensation of \$5,000. Position will remain open until a suitable candidate is found. Apply by submitting your resume and cover letter through our website at [Kingsu.ca/careers](https://www.kingsu.ca/careers).



**Human Resources**

The King's University  
9125-50 Street, Edmonton, Alberta  
T6B 2H3

E-mail: [humanresources@kingsu.ca](mailto:humanresources@kingsu.ca). Visit our web site at [www.kingsu.ca](http://www.kingsu.ca).

We appreciate all applicants for considering The King's University as a potential employer, however, only those considered for an interview will be contacted.

*The King's University respects, appreciates and encourages diversity. We welcome applications from all qualified individuals including members of visible minorities, Indigenous, First Nations, Metis, and Inuit peoples and persons with disabilities. All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.*