



JOB DESCRIPTION

**ACTIVITY SPECIALIST**

**Responsible to:** Program Coordinator

**Primary Function:** Oversee the planning and implementation of activities for campers of specific ages.

General Responsibilities:

1. To care for the needs of staff and campers under his/her care.
2. To cooperate with other staff members.
3. To broaden the campers' interests.
4. To watch for and encourage spiritual life.
5. To keep accurate records and reports as required.
6. To perform any tasks other than those assigned.

Specific Responsibilities:

1. To set up an activity program for the camping season in the field of activity under his/her jurisdiction, subject to approval of the Activity Coordinator.
2. To set as a goal the acquisition of skill and improved attitudes on the part of each camper entering his/her phase of the program and provide a means of attaining this goal.
3. To coordinate the activity with the total camp program.
4. To cooperate with other staff in the execution of plans under the supervision of the Activity Coordinator and Camp Director.
5. To instruct staff who are assisting in activities.
6. To review and comply with the ACA Standards applicable to your specialty.
7. To be responsible for maintaining equipment used in the specialty and seeing that it is stored properly.

Qualities Needed:

- Understanding of, and agreement with, the core values and philosophy of the Camp Cedarbrook program.
- Love for girls and boys
- Ability to get along with others.
- Spiritual and emotional maturity
- Willingness to serve and perform tasks other than tasks assigned.
- Thorough understanding of the specialty
- Execution of organizational ability
- Knowledge of group psychology and leadership
- Organizational ability
- Ability to extend and enlarge campers' interests.
- Able to carry/lift 20 pounds.
- Physical stamina
- Ability to walk on uneven ground for long distances (up to 1 mile)

*Approved 4.2023, CCC Board*