

Events Director:

Reports to: Program Director

Supervises: Campers and staff participating in events and games

Organize, supervise, and run games, skits, meal-time activities, sessions, and other program-related activities (including Counselor Entertainment Night, Carnivals, and Midnight Buffet). Must have organizational and leadership skills. "High Energy" is preferred!

Events Director Responsibilities:

- **GAMES**

- Plan, adapt, and execute all games played at camp
- Assure set up for each event or game is done on time and to quality standards
- Inventory all supplies needed for programming and assure we order more when needed
- Collaborate with Day Camp Director for games and events done for Day Camp
- Watch pacing of games and activities to keep campers involved
- Lead all "post meal camper times" while counselors attend counselor meeting
- Host all events and games on stage/microphone
- Watch out for safety concerns and make adaptations to games and events as needed
- Assure all staff are trained and prepared for each game and event they are participating in
- Communicate any events changes to the staff

- **COLOR WARS**

- Reward and track color team points
- Assign team points to group games, competitions, free time challenges, dinner dress up, etc
- Update the score boards and announce team point updates every night
- Hype up cabins to all give their best (and make sure everyone has something they can contribute)
- Assign team captains and assure they are prepared for the week

- **Skits**

- Assign skit team and assure they are prepared for program and lunch skits
- Update lunch games on a week-to-week basis
- Assure props and costumes are inventoried and the set is well maintained. Costumes should be washed weekly.

- **Registration**

- Lead the “fun” side of registration- balloons, décor, cabin assignments, music, etc
- Lead team color team reveal
- Leads campers in Sunday’s Orientation
- **Office Work**
 - Decide which games and events will be done during each week
 - Restock and replace the cabin challenges as they are needed
 - Assign roles for games at the start of each week
 - Update music playlist throughout summer
 - Keep inventory log of program needs and supplies
- **GENERAL RESPONSIBILITIES**
 - Manage transition times
 - Keep up energy and moral

Generic Camp Lead Duties

- Lead one morning devotional each week on the predetermined day
- Lead and mentor the Summer Staff spiritually while leading self in conduct that reflects CRISTA’s Statement of Faith
- Attend all mandatory Staff Fun events
 - Encourage staff to participate
- Attend Leads Meetings
- Jump into activities, housekeeping, hosting, guest service, and counseling where need be
- Stay present until the end of the day and maintain an “all in” attitude
- Assist Hospitality Director with weekend needs
 - Host (or co-host) weekend groups
 - Participate with meal hosting
 - Leading housekeeping flip teams on Friday and Sunday