

Position Announcement: Assistant Camp Director

The Georgia FFA-FCCLA Center is seeking qualified candidates for the position of Assistant Camp Director

Posting Date: March 16, 2021

Application Deadline: Until Filled

Location: Georgia FFA-FCCLA Center – Covington, Georgia

To Apply: Submit cover letter and resume to:

Russel Towns, Camp Manager

Email: RTowns@GaAgEd.org

Or Mail: Georgia FFA-FCCLA Center

720 FFA FHA Camp Road

Covington, Georgia 30014

Georgia FFA-FCCLA Center

Assistant Camp Director

Job Description

Goals of this position:

- Assist in the successful operation of the camp
- Assist with all camp programs

Job Duties

- **Camp Programs:** Assist in the success of all camp programs. Assist with ensuring program growth and maintaining the vision. Take responsibility for assigned program and recreation facilities.
- **Customer Service:** Assist in the success of all groups using the Center. Assist in the booking of educational and rental organizations to utilize the Center. Assist in facility preparation, food service operation, and housekeeping operation. Help to ensure excellent customer service for all groups and campers using the Center.
- **Marketing:** Assist in the marketing efforts for programs and rental groups.
- **Public Relations:** Develop and maintain positive relationships with the Ag Ed/FFA and FCS/FCCLA programs by visiting chapters and assisting with conferences. Develop local community relationships by attending events and becoming involved in a local service organization.
- **Serve as an Assistant Camp Director:** Serve as a caretaker that is on duty 24 hours a day all year. Work weekends and evenings on a rotational basis and as needed. Help provide an atmosphere for developing good morale and well-being among the camp employees. Perform other duties as assigned by the Camp Manager

Desired Qualifications

- Bachelor's Degree in Education, preferred in Ag Ed or FCS Ed
- CPR and First Aid certifications
- At least one year camp staff experience
- Ability to supervise staff and campers
- Ability to meet the public
- Ability to plan, originate, organize, and carry out daily and special programs

Possible certifications/trainings to be completed during employment:

- ServSafe
- Certified Horsemanship Association - Basic Instructor Certification
- High Ropes Challenge Course
- Low Ropes Challenge Course
- Basic Camp Directors Course (American Camping Association)
- Lifeguard/1st Aid/CPR/AED/Waterfront certification
- Certified Pool Operator
- Others as needed

Compensation

- Negotiable salary based on experience
- Teacher Retirement System and State Health Benefit Plan
- Camp home with utilities included (except personal telephone)
- Cell phone allowance
- Meals provided when camp is serving