

Provincial Camp: Keji Tri-Venture Adventure Lead Position Description

Position Description

MISSION

To be a catalyst for girls empowering girls

Purpose:

To be responsible for the Keji Tri Venture Camp 2023 backcountry programming

Accountable to:

Responsible Guider

Responsibilities

Pre-Camp:

- To attend the Team Lead pre-camp planning meetings via face to face or video conference call.
- To Chair program pre-camp planning meetings and be financially responsible for the budgeted amount allocated to backcountry programming.
- To review all guidelines as outlined in Safe Guide in conjunction with the Responsible Guider.
- To ensure that viable backcountry trips have been planned and booked.
- To review Safe Guide paperwork for all backcountry trips and ensure that they are submitted in a timely manner.
- To ensure that the appropriate equipment required for all members is available.
- To ensure that all leaders and participants have the appropriate qualifications and abilities for the backcountry trips that they will be participating in.

Camp:

- To attend staff meetings.
- To coordinate that each group has the appropriate equipment and that it is on time at the appropriate location
- To ensure that each out trip is functioning well and safely

Post Camp

- To assist with closing of the campsite.
- To return all external resource equipment, supplies and resources to the Responsible Guider.
- Collect the evaluations from all Adventure leads and submit an evaluation of the camp to the Responsible Guider.

Specific Qualifications

- Must be 19 years of age or older at time of camp.
- Must have qualify as Adventure Lead as per Safe Guide
- Must have experience in organizing backcountry events with youth
- Good organizational and communications skills
- Good team building skills
- Positive and flexible attitude

TERM

The term of commitment will be approximately three months for the planning, execution and wrap up of camp(s).

May hold an additional position at camp.

