



SPIRITUAL FORMATION COORDINATOR

SUMMER 2025 JOB DESCRIPTION

Contract Details

Accountable To: Assistant Director – Head of Logistics/Staff Support

Period: Staff Training in June - July & August (exact dates set in contract)

Honorarium: Starting at \$150 / week (plus room & board)

Purpose and Scope

Camp Kwasind, a ministry of the Canadian Baptists of Ontario & Quebec, seeks to develop and nurture Christian faith and relationships through effective programs in a safe, exciting, and natural environment. It is our aim to be a living demonstration of God's love which is demonstrated through our care for all of creation, providing quality programming, and the intentional reaching out to those on route to Jesus as we live as a community of faith.

This role will focus on the leadership development and spiritual growth and well-being of our greater staff team.

Qualifications:

- A mature faith in Jesus Christ and an active part of a local church.
- Commitment to the mission, faith, philosophy, staff code of conduct and core values of CBOQ & Camp Kwasind.
- Have experience in developing a creative and fun atmosphere.
- Must be 20 years of age
- Demonstrate a maturity in theological understanding and of spiritual practices
- Active prayer life and committed to modelling a sensitivity to the Spirit
- Be a good listener, servant-hearted, compassionate and caring
- Committed to be a team player that can work in a flexible work environment.
- CPR and First Aid certificates are an asset.

General Responsibilities:

- Know the aims and objectives of Camp Kwasind and provide supportive leadership to the implementation of summer programming.
- Actively engage all staff, and campers.
- Come prepared to work hard and give families and guests a memorable, safe, and fun experience.
- Attend and participate in the staff training sessions as well as complete all online training requirements prior to arrival at Kwasind.
- Attend daily chapels and vespers to provide feedback to guest speakers.
- Attend all staff meetings, trainings, and staff bible study/faith practice and weekly chapels
- Active participation in Campfires, Vespers, Camper chapel, Camp Wide-games, and other programmatic elements as is requested and that is possible with this role

Spiritual Formation Role:

- Plan and schedule staff bible studies: create/source daily staff bible studies and conduct these study programs with the staff at two different times each day to allow all staff members to attend one session each day.
- Assist camp staff in ensuring there is a mix of spiritual program elements woven into all our camp elements and also find ways to integrate faith practice ideas for stay over guests.
- Support the campfire program to ensure a spiritual focus in helping guests move one step closer to Jesus.
- Work with Head of Logistics and Staff Support and worship leader to organize, plan and conduct a weekly Sunday morning service at the camp for staff & stay over campers focused on godly-character development and ideally using the outdoor chapel if weather permits.
- In conjunction with the Weekly speaker – create questions or ideas to help parents follow up on the speaker topics/teachings for drive home questions.
- Coordinate with the Head of Logistics & Staff Support the structure and tools for Time with God.
- Intentionally be covering the camp in prayer in connection with the Exec. Director and Director of Operations

Staff Care:

- Be a source of encouragement and feedback for all the staff, ensuring that they fulfill their job responsibilities appropriately and with a focus on spirituality.
- Establish a care model that ensures each staff is caring for another staff member throughout the week.
- Create ways each week for staff to support and encourage one another.
- Follow up with Director of Operations on issues or situations regarding staff health, care, or management to ensure the voice of staff is being heard and feeling supported.
- Plan activities and special events for staff

Additional Responsibilities:

- Other duties as assigned by the Head of Logistics & Staff Support.

Your Support

- The Head of Logistics and Staff Support – They will support and mentor you during your time at Kwasind with 1 on 1's, encouragement, development and prayer.
- Your Spiritual Health – All staff at Kwasind are given time each day to spend with Jesus and their bible. You will have daily time to connect with other staff, read and discuss the bible during faith practice, and pray together.
- Your Mental/Physical health – We care about your mental and physical health, so each day we provide designated rest times to provide space to focus on self-care. Kwasind also has a registered nurse on site each week to provide additional care as needed.