



PERSONNEL

Job Descriptions

Section 5.64

ARTS AND CRAFTS

The Arts and Crafts Director will:

- a. Be prepared before camp with well developed program activities.
- b. Provide interesting and fun art that is suitable to the age of the campers in the session. The activity should relate to the theme of the day, when possible. The art should provide a scope for creativity, be simple, and be able to be done well by anyone, in a specified time frame.
- c. Plan extra projects in case of rainy weather.
- d. Pre-plan, check inventory and order supplies throughout the summer, replenishing supplies within the budgetary guidelines.
- e. Ensure that the art area is tidy after each activity and at the end of each day.
- f. Take a detailed inventory at the close of camp and give it to the Director.
- g. Utilize the camp's natural assets and recycled articles into your activities whenever possible.
- h. Be familiar with and participate in the other camp programs. Seek assistance from other staff members when required. Be prepared to assist others in return.
- i. Inform the Director and/or the Camp Board Representative immediately of abuse disclosures and ensure the Ministry for Children and Families is informed.
- j. Will participate in and support the Christian Education Program.