




Camp Operations Lead

Summit Camps 2025

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 www.summitcommunity.ca/summitcamps

Summit Community Church - 1750 Stouffville Rd, Richmond Hill, ON, L4E 0K3



Camp Operations Lead

Summer 2025 Contract Position

Frequency: 35 hours weekly

About Summit Camps

Summit Camps is a summer day camp with a focus on developing next generation leaders and guiding them to know and intentionally follow Jesus through camp ministries. We are committed to teaching God's truth, inviting kids to connect and respond to Jesus and providing a loving & irresistible environment for our campers to know & intentionally follow Jesus, grow in their leadership skills and make a positive impact in their community & world. Summit Camps is a ministry of Summit Community Church, a growing Church in Richmond Hill with a focus on developing intentional followers of Jesus who are growing in faith, loving in community and serving in mission.

Position Objective

Summit Camps is looking for a high capacity Camp Operations Lead who is passionate about creating irresistible environments, and serving Summit Camps by managing and maintaining camp spaces and resources. The 2025 Camp Operations Lead serves to assist and support camp leadership & the NextGen Pastoral Leadership team with operational requirements, including the setup and teardown of camp environments, inventory and equipment management, and ensuring all camp spaces are safe, welcoming, and well-prepared for every activity. This role plays a key part in the behind-the-scenes operations and creating irresistible environments that help campers, leaders & families experience the love of Jesus at Summit Camps.

Key Responsibilities

- Collaborate with the NextGen Pastoral Leadership team & SCC Director of Operations to assist in designing &/or supervising operational plans &/or projects
- Assisting in training &/or supervising leaders or volunteers supporting camp operational tasks
- Assisting in identifying and resolving operational issues or safety concerns, working with the Camp Administrator to document incidents as needed and keep organized records
- Overseeing the storage and management of camp equipment and materials, collaborating with the Camp Administrator in maintaining accurate inventory records, organizing materials, and resourcing camp needs as requested
- Following established safety protocols, guidelines, and standards to ensure all camp environments are safe, welcoming and prepared
- Collaborating with camp leadership to coordinate the setup and teardown of daily programs, special days, training weeks, registration days, end-of-week celebrations and other camp programs
- Work with the SCC Director of Operations and NextGen Pastoral Leadership team in the coordination of basic facility care tasks such as emptying garbage/recycling bins, restocking supplies, checking and tidying bathrooms, and ensuring all shared spaces remain clean, orderly, and ready for use, including tearing down camp and setting up for Summit's weekend programs or services



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- Working with the SCC Director of Operations in the implementation of an environmental care plan including measures & best practices for recycling, compost & food/waste management, as well as grounds clean up & property/equipment stewardship
- Attending & representing the Summit Camps teams at local events, fairs / festivals, markets, and other community or Church events to promote Summit Camps 2025 programs
- Able to uphold Summit Community Church's mission, vision, values, guidelines & team handbook
- Maintaining clear communication and alignment with camp leadership to provide operational task support as needed
- Additional duties & ad-hoc responsibilities may be assigned as objectives are determined

How to Apply

If you are interested in this employment opportunity, please have your resume/coverletter & the contact info of two professional references ready to complete our [2025 Camp Staff Application Form \(CLICK HERE\)](#)

If you have any complications or questions while completing the form, please email camp@summitcommunity.ca

For more information on Summit Camps or Summit Community Church, please go to www.summitcommunity.ca

Contact Us

Email: camp@summitcommunity.ca

Website: www.summitcommunity.ca/summitcamps

