




Tech & Operations Director

Summit Camps 2025

 647-262-9008

 camp@summitcommunity.ca

 www.summitcommunity.ca/summitcamps

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



Tech & Operations Director

Spring & Summer 2025 Contract Position

Frequency: 40 hours weekly

Position Period: 8 week term

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 Tech & Operations Director who is passionate about creating irresistible environments, as well as capturing moments that document the story of what God is doing in and through each of our various Summit Camps programs. The 2025 Tech & Operations Director serves to assist and support camp leadership & the NextGen Pastoral Leadership team with all camp program operations and technological requirements, as well as captures memories & produces weekly and promotional camp content including videos, pictures and recordings.

Key Responsibilities

- Collaborate with the NextGen Pastoral Leadership team & Summit Community Church's Director of Operations to design & supervise operational plans &/or projects
- Assisting in training, supervising, assigning & empowering those supporting camp operational or technological tasks
- Assisting in solving, reporting & working with the Camp Administrator to keep record of any camp operations or tech specific incidents or health & safety concerns
- Supporting camp programs, activities & training initiatives in the arrangement and operation of technology, including our Summit sound systems, AV equipment, lighting, slides, etc.
- Capturing moments on video, photos or audio throughout the day of all camp staff, LITs, campers, helpers and programs
- Working with Summit Community Church's Communications team to deliver creative & inspiring camp videos, photos & other digital content to be shared online & at Summit Community Church's services or programs
- Recording, editing & producing weekly camp videos to show at the end of week celebrations, as well as daily social media reels / livestreams / posts, and end of camp teasers/trailers or promotional videos
- Managing camp media storage daily by uploading, tagging & sorting all digital content on the Summit Camps hard drive



Director of L.I.T. Programs

- Working with other directors & the NextGen Pastoral Leadership team in the organization & operation of the LIT & Staff training week
- Assisting with the design & coordination of weekly end of week celebrations
- Working with other directors & the NextGen Pastoral Leadership team in the planning & implementation of registration days, end of week celebrations & team appreciation days
- Working with other directors and the NextGen Pastoral Leadership team to develop camp swag, including camp t-shirts, welcome packs & other swag
- Assisting in the management of camp equipment/materials and working with the Camp Administrator to keep track of inventory
- Collaborating with other directors 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
- Assisting with all set up, tear down, and other preparations pertaining to Summit Camps programs, special days, and end of week celebrations
- 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
- 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 & 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