

LDP Director Job Description
Presbyterian Mo-Ranch Assembly
Hunt, Texas

Job Title: LDP (Leadership Development Program) Coordinator
Department: ELP
Supervisor: Camp Director
FLSA Classification: Exempt
Job Code: Seasonal Full-Time

Mo-Ranch Mission Statement

The mission of Presbyterian Mo-Ranch Assembly is to foster growth in God through Jesus Christ by sharing its unique living, learning, Christian environment.

Position Summary

To provide a safe, fun, instructive LDP experience in a Christian, caring, safe, positive, and enthusiastic environment. To select, train, supervise, counsel, and evaluate LDPs and guide them in servant leadership to become future staff members.

Essential Job Functions

1. Train and equip LDPs with activity skills to share with campers and staff.
2. Set up a program that that will insure an understanding of the camp environment for those participating in the LDP program.
3. Be an active member of the senior staff and help in setting and enforcing camp policies and procedures.
4. Evaluate the LDP participants in order to recommend those who should be on staff in the future.
5. Together with the Camp Director select those LDP participants who have physical and human-relations skills to work as staff.
6. Lead a daily Bible Study that challenges the LDPs to take a look at and explore the Christian worldview so they understand and know what they believe.
7. Work together with another LDP Coordinator (in the event of a large LDP group and more than one LDP Coordinator is needed) to schedule, organize, and implement the lesson plans of LDP 1s and LDP 2s.
8. Together with staff, campers, and LDPs plan and execute the evening program.
9. Be responsible for the welfare of each LDP and do all possible to solve problems.
10. Plan two trips for the LDPs one being educational the other a fun group activity.
11. Meet daily with the Camp Director to go over the day's plans and adjust accordingly.
12. Discuss with Director the performance of all LDPs.
13. Assist in evaluating the entire camp operation with suggestions for the following season.
14. Good driving record, able to meet the driving record requirements set forth by the insurance carrier.
14. Regular and predictable attendance.

Supportive Functions

- As appropriate, speak with LDP parents.

Qualifications

- Previous camp staff experience.
- Current CPR and first aid certifications.
- Ability to creatively schedule programs and staff.
- Ability and experience in supervising staff and campers.
- College student.
- Must be able to lift, push, pull, and carry a minimum of 50 pounds.
- Ability to walk at least ten miles over varied and rugged terrain.

- Ability to stand and work for extended periods of time, under various weather conditions.
- Ability to work under various environmental conditions, including extremes of heat (100 degrees or better).
- Requires standing, sitting, walking, repetitive motions, hearing, and visual acuity.

Grooming & Uniform

All employees must maintain a neat, clean and well-groomed appearance. Distinctive dress (uniform) must be worn at all times while on duty.

Other

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts or working conditions associated with the job.

While this job description is intended to be an accurate reflection of the current job, management reserves the right to revise the job, work schedule, and/or to require that other different tasks be performed when circumstances change (e.g., emergencies, changes in personnel, workloads, rush jobs, or technological developments).

Acknowledgement

I hereby acknowledge that I have read and understand the above and agree to abide by the duties and responsibilities of my position and this job description. Further, I agree this does not imply an employment contract and this agreement is in effect and in accordance with personnel policy. My employment may be terminated at any time with or without cause.

Employee Signature

Date

Print Employee Name