



## CAMP METAMORPHOSIS BC EMPLOYMENT OPPORTUNITY



### CAMP COORDINATOR (Part-time)

#### ABOUT US

Camp Metamorphosis British Columbia is a youth program which is geared at connecting the youth with their Hellenic Culture and Orthodox Christian Faith! Camp Met BC was established in 2010 AD under the direction of Rev. Fr. Constantinos Economos, the founding Camp Director. Camp Met BC runs a summer camp during the week preceding the Labour Day long weekend, as well as a Winter Camp between Christmas and New Years. Camp is geared at youth ages 8 – 18. Additionally, youth events/assemblies are organized for MET Youth Young adults annually for ages 16 – 30. Other various events are held throughout the year to fundraise and to keep the youth connected. For more information visit our website at [www.campmetbc.ca](http://www.campmetbc.ca)

#### THE POSITION

A part-time Camp Coordinator position, effective immediately.

#### DUTIES AND RESPONSIBILITIES

Reporting directly to the Spiritual Director, and Camp Admin / MET Youth Admin team, the Camp Coordinator provides support to the volunteer positions of spiritual director, programs coordinator, staff coordinator and director of media. Duties include, but are not limited to: running registration, distributing receipts, organizing payment, overseeing social media, websites and email, coordinating all required information for rental facilities, organize & facilitate meetings, act as the main source of communication (*i.e call list, letters to donors and sponsors*), order and purchase supplies, organize criminal record checks, camper & counsellor medical, dietary needs, organize roster, etc.

#### EDUCATIONAL REQUIREMENTS AND PREVIOUS WORK EXPERIENCE

Candidates must have successfully completed Grade 12 or equivalent. Proficiency (*both written and spoken*) in the Greek and English languages, is an asset. Data and organizational skills are highly important, along with exceptional interpersonal skills.

Candidates must be Orthodox Christians in good standing with the Church, and have a working knowledge of the Greek Orthodox Faith and Hellenic Cultural Traditions.

#### APPLICATION PROCESS

Interested candidates are requested to submit a current curriculum vitae (*resume*) including an outline all of their previous related experience, and must provide a recorded example of their abilities, no later than **April 30, 2018** to:

**CAMP METAMORPHOSIS BC**  
c/o Hellenic Community of Vancouver  
RE: Camp Coordinator  
4500 Arbutus Street  
Vancouver, British Columbia Canada V6J 4A2  
e-mail: [campmetbc@gmail.com](mailto:campmetbc@gmail.com)

*We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.*