

Summer Day Camp Coordinator

Position Status: Full Time | Salary | Exempt

Schedule: Monday – Friday during business hours and occasional evenings or weekends for events or training

Location: on-site at 2801 N. Charles St. Pittsburgh, PA 15214 (North Side)

Parking: Free parking is available on-site for staff members

Benefits: Fully paid medical, dental, vision, HRA, FSA, life, and disability; 401k contribution after eligibility is met; supportive and encouraging work environment with casual dress code

Who We Are:

Urban Impact is a Christian community development nonprofit ministry that desires to see lives holistically transformed in the North Side community one person, one family, and one block at a time who, in turn, make a powerful impact locally and globally for Jesus Christ. Our mission is to do our part in fulfilling Christ's Great Commission on the North Side of Pittsburgh by following His model of holistic ministry by investing in the lives of at-risk children, youth, and their families to develop mature, responsible followers of Jesus Christ. If you are a dedicated follower of Jesus Christ and believe you are called to be a fellow worker in this mission, then we invite you to review the duties and qualifications listed below.

Summary:

This Urban Missionary is responsible for strategic planning, coordinating, and leading of Summer Day Camp alongside other supporting staff. This position is for a person who is prayerfully called to help at-risk children, youth, and their families develop holistically in an urban context.

Responsibilities:

- Develops relationships and collaborates with individuals and businesses involved with Summer Day Camp
- Oversees the development of curriculum and activities for Summer Day Camp
- Plans, develops, and implements strategy for the day-to-day operations of Summer Day Camp
- Oversees and runs Summer Day Camp Program while in session
- Works with Assistant Director of Education to manage the Summer Day Camp budget
- Assists with intern recruitment as needed
- Provides leadership to supporting staff and volunteers involved with Summer Day Camp
- Carries out the spiritual mission of Urban Impact by discipling children, youth, and their families; leading others in spiritual maturity; and praying with UIF students and their families.

Travel Required:

- Local transportation of students to and from program & other program-related locations (field trips, pool, etc.)
- Local travel (North Side and surrounding area) for programs and occasional events, and meetings
- Further travel for intern recruitment

Required Education, Skills and Experience:

- Bachelor's degree

- Experience working with students
- Previous experience in a summer camp, or ministry

Clearances Required:

National and state background clearances will be required.

Organizational Requirements:

- This is a support-raised position that is required to raise funds to cover its salary and must be willing to move to the North Side within a reasonable time after hire.
- Driver's license and clear driving record
- Urban Impact employees are expected to align with the organization's faith-based mission and be a living example of the mission of Jesus. At Urban Impact Foundation, we don't just want our staff to be highly qualified in their professional skills. Since ministry is a holy calling, our staff must be believers in and committed followers of Jesus Christ, morally sound, and committed to the vision of Urban Impact. We require that our spiritual beliefs, detailed at <https://uifpgh.org/our-beliefs>, are not only to be understood and believed, but also lived out in the everyday lives of our staff.

How to Apply:

If you are interested in a growing, dynamic ministry and possess the job qualifications listed above, please email your resume, a cover letter of interest, and a brief statement of faith to:

humanresources@uifpgh.org.

This description is not intended and should not be construed to be an exhaustive list of all responsibilities, skills, efforts or working conditions associated with this job. It is intended to be an accurate reflection of the essential job elements.