

International Pathfinder Camporee On-site Communication Director

Job Overview

Create, organize, plan and implement effective communication messages, signage, and strategies for Camporee audiences. Manage a team of volunteer coordinators.

Responsibilities and Duties

- Coordinate and organize a team for On-site Communication coordinators, for the following areas:
 - Flip Chart, Tear Drop Banner signs, Lost & Found, Daily Newspaper, Internal Messaging, Information Centers, Post Office, Mobile PA Systems, Print Map, Entrance Gate Signs, Camporee Staff Passes, Social Media, Radio Station, IT/WIFI, Daytime Activity Film Crew, Promotional Video, Drones, OC Volunteers.
- Provide leadership, direction, support, and budget for the above areas.
- Secure office spaces and buildings to work out of during the Camporee.
- Coordinate with the Services/Facilities Director for tables, chairs, 2-way radios, and golf carts for coordinators.
- Provide color copier equipment for the Daily Newspaper and data plan iPads for Social Media team.
- Draft evening announcements for the Main Stage for communication on the jumbo trons.
- Work closely with all Downline Directors in providing large teardrop banner signs for their areas.
- Promote the Camporee through Social Media, before, during, and after to create a wave of buzz and excitement.
- Create and maintain the Camporee's set-up and tear down schedule as well as the Camporee Week schedule, working closely with Ron Whitehead, Executive Director of the Camporee.
- Organize, an Emergency Communication Protocol meeting the Friday before the Camporee begins with Camporee leadership, EAA Security leadership, and local law enforcement leadership.
 - Keep a binder with the Camporee Emergency Communication Protocol, EAA Emergency Plans, and list of current Division, Union & Conference Youth Directors.
- Write and edit communications messages for use in various mediums and audiences.
- Work directly with the International Camporee Executive Director.
- Work closely with the NAD Communication Director.

Qualifications

Education

- Post-secondary education (degree or diploma) or related experience

Experience

- 2-5 years related work experience in communications

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Performance Competencies and Criteria

Position Competencies

- LEADERSHIP: Lead and manage other staff and volunteers to implement communication strategies. Provide leadership and management in the area of external/internal communications and marketing through print and electronic vehicles for the Camporee audience.
- COACHING: Educate Coordinators about procedures and processes for communicating Camporee messages.
- MENTOR: Strengthen young adult coordinators in their leadership roles, providing guidance, support, and encouragement.
- TEAMWORK: Work well with others in a cooperative environment, collaborating, and strategizing for the best results.
- CREATIVITY: Continually look for ways to communicate the Camporee in creative ways that will evoke a response from Adventist's and the broader public community.
- Organizing/Planning Ability
- Enthusiasm
- Analytical Skills
- Initiative
- Flexibility/Adaptability
- Problem Solving/Decision Making
- Team Skills
- Tenacity/Results Oriented
- Client/Customer Awareness
- Conflict Resolution Skills
- Consultative Skills