



Position Descriptions 2017 Residential Camp Program Staff

Residential Camp Program staff are employed for the summer from June 11th to August 11th, 2017. Primary job description responsibilities will be in support of the residential Christian camping program in the following activity areas:

- Arts and Crafts
- Nature
- Waterfront & Games

Age appropriate theme activities are provided in the curriculum. Staff may recommend additions or expansion of those activities and implement them with approval from the Programs Manager. More details on these specific activities are found on the following page. While most work will be within the areas listed above, participant and guest requirements can change quickly; and you may be asked to fill in for another roll. Additional general responsibilities are listed below.

General Job Description Responsibilities

- Contribute to the overall camp operations for the summer season.
- Take part in an open and affirming Christian community working together to provide a safe, fun, and rewarding experience for children, youth, and families.
- Interact with guest in an accommodating, understanding, flexible, open, friendly and helpful way.
- Attend staff meetings as scheduled.
- On-occasion, assist with other activities as needed including the primary areas above and/or:
 - Cabin Counseling
 - Building & Grounds maintenance
 - House-keeping
- Perform other tasks as assigned.

General Requirements

- 18 years of age or older and ideally will have completed a year of college.
- Willing and able to work in cooperation with others in our community to accomplish the common goal of providing a safe, friendly, positive atmosphere for persons from a wide range of ages, interests and backgrounds in which all may develop a more keen appreciation for nature and each other.
- Open and welcoming to people of all lifestyles and faiths.
- Willing to accept the responsibility of being a role model for hundreds of young people during the summer.
- Show genuine concern and a sensitive rapport with people.
- Accept suggestions and praise.

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Arts and Crafts Activities

Responsibilities: Staff is responsible for instruction of daily Arts & Crafts projects or activities based on the theme for the day, the camper age and the preference of the camp Dean. This includes set-up and clean-up before and after the activity block as well as general organization of the craft room.

Nature Activities

Responsibilities: Staff is responsible for instruction of daily Nature projects or activities based on the theme for the day, the camper age and the preference of the camp Dean. Nature Activities can be as simple as a nature hike around the grounds to a more specific activity of looking for certain things. This includes set-up and clean-up before and after the activity block as well as general organization of the nature room.

Waterfront Activities

Responsibilities: Duties include life guarding, fitting life jackets, helping with boats (helping get in/out, and safety instruction). This includes set-up and clean-up before and after the activity block as well as general organization of the waterfront equipment buildings, ensuring equipment is properly stored for next day.

Games Activities

Responsibilities: Staff is responsible for instruction of team building activities and large / small group games around the waterfront, in the playing field, or on the low ropes challenge course. Activities are based on the theme for the day, the camper age and the preference of the camp Deans. This includes set-up and clean-up before and after the activity block as well as general organization of the games equipment building, ensuring equipment is properly stored for next day.

Shift Scheduling: Staff will be scheduled for a combination of 5 Morning/Afternoon shifts and/or an Afternoon/Evening shifts each week.

Morning/Afternoon Shift: 7:45 am – 5:15 pm.

Afternoon/Evening Shift: 1:00 pm – 10:00 pm.

Weekday program activities typically break out as follows:

- Morning activities rotate in 45-60 min time blocks and include arts and crafts / nature activities.
- Afternoon activities generally include waterfront time between 2:00-5:00 pm; along with optional, self-directed arts and crafts activities for those participants.
- Evening activities generally include games as well as an evening campfire. Evening staff are required to start the campfire and to return snacks supplies to the kitchen at the end of the evening.

Weekend activities focus on the preparation of facilities for exiting and entering participants.

Requirements: Successful completion of First-Aid and CPR-PR certifications; as well as Lifeguard certification for those capable.

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Essential Functions:

- Be able to appropriately assist campers in the case of an emergency.
- Have strength and endurance to maintain constant supervision of campers.
- Able to lift up to 50 lbs, carry it 25 ft, and place on a shelf 3 ft high.
- Visual and auditory capabilities to fulfill the job.
- Be able to safely operate light housekeeping equipment – vacuum, step ladders.
- Be able to safely load and unload food supplies to and from the pickup truck bed.

Schedule:

- Starting June 11th, 2017
- Ending approximately August 11th, 2017 (w/option to stay on for another week)
- 1-2 days off per week
- Request time off during the interview process and/or as soon as your needs change. Best attempts will be made to accommodate all requests; however, the summer schedule will be laid out at the beginning of the season; and will be followed barring any emergency changes.

Under the direction of:

Programs Manager

Compensation:

Residential Camp Program staff live on-site.

On-site staff compensation includes:

Estimated Value:

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| \$200 / week (more possible depending on experience/certifications) <ul style="list-style-type: none">• Checks (less taxes) are distributed every 2 weeks. | \$200 |
| Lodging <ul style="list-style-type: none">• A cabin will be shared with others of the same gender.• All cabins include electricity, running hot and cold water, as well as air conditioning. | \$40 |
| Meals <ul style="list-style-type: none">• 3 meals per day + 1 snack | \$190 |
| Total | \$430 |

All staff compensation includes:

- The love and admiration of hundreds of campers!
- No other standard employment benefits apply.