



Job description: Seasonal staff

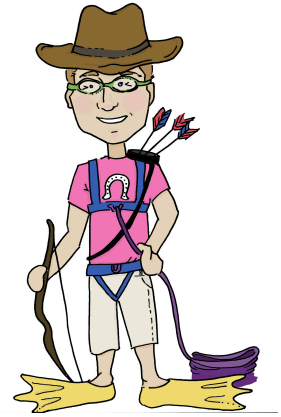
Position: Specialist

Responsible to: Directly= Team leadership
Indirectly= Assistant Director and Camp Director

Description: The Specialist is in essence the activity manager. You will work directly with the leadership team in order to provide an excellent environment that exhibits Christ's love and principles through intentional activities. You will be the one primarily responsible for making sure the campers are fully experiencing the camp setting and enjoying every minute of it.

Reporting employees: Uncertified staff assisting in your area.

Pay level requirements:



During staff training, your remuneration will include room, board, and cash at the rate of \$35.00 per day. The day rate is based on all or nothing: If you need to miss any part of a day, you will not receive monetary compensation.

Your level of pay for the nine weeks of summer will be determined at the end of training week when you will officially be asked to join the team. Your daily rate will be based on your experience. The below criteria will be used.

Minimum Experience, entry level: 16 years old by the start of summer camp (some individual positions have other age requirements)	\$35.00 per day
Additional Experience Level: See below	\$40.00 increase per day
-Outside professional training in the specialty area	
-One year of service as Camp Carl specialist	
-One year of service at another camp as a "traditional" recreation staff; Letter of reference and verification needed	
Additional Experience Level: See below	\$45.00 increase per day
-Two years of Camp Carl experience as a specialist	
-Two years of service at another camp as a "traditional" recreation staff; Letter of reference and verification needed	
Additional Experience Level: Auxiliary training.	\$50.00 increase per day
-Three years of Camp Carl experience as a specialist	
-Three years of service at another camp as a "traditional" recreation staff; Letter of reference and verification needed	

General Qualifications:

- Successful training in your position
- Ability to coordinate multiple tasks
- Ability to communicate and problem solve
- Supervisory and training skills
- CPR and First aid certification

Specific Responsibilities:

Provide for the spiritual, physical, emotional, and intellectual well being of the campers, as it relates to the activity where you are involved.

1) Spiritual

- Prepare and execute life applications to activities, as appropriate.
- Be available to participate in big group activities, as needed.
- Be involved with daily personal, team, cabin, and spontaneous prayer.

2) Physical

- Facilitate activities that create energy, promote Biblical principles, encourage positive character development, and allow the camper to experience God's creation in a new way.
- Ensure that the activities planned are safe and responsible.
- Be responsible to the equipment in your "trust", maintaining quality, cleaning as needed, and ensuring items are returned to their place of storage.
- Monitor and ensure that your campers receive their medication, as needed.
- Assist the shepherd with encouraging and enforcing personal hygiene.

3) Emotional

- Provide a nurturing environment during an event, creating an atmosphere of emotional safety.
- Ensure that no campers cause a negative camp experience for others.
- Assist with campers that are homesick, encouraging them to assimilate into the camp family.

4) Intellectual

- Be aware of the current cognitive development of your campers as you encourage them to participate in an activity.
- Provide systematic, age-appropriate information to the campers about any activity you are responsible for facilitating.
- Allow for the campers to leave with tools to grow in Christ.

General Responsibilities:

Commitment to Camp Carl:

- 1) After an application is received, an interview performed, and references checked, a contract could for offered.
- 2) You will be mailed an employment packet that must be completed and returned to the camp office.
- 3) If you make a commitment to camp and we receive the **entire** employment packet by the established early date, you will receive a \$50.00 early signing bonus with your first paycheck.
- 4) CPR and First Aid certification must be completed prior to your employment.

Team and cabin assignment:

- 1) You will be assigned to one of three teams, based on your request, camp needs, and your qualifications: Explorer Camp Team, Children's Overnight Team or Teen Team.
- 2) You will be placed in a cabin, based on leadership recommendations during training week.
- 3) You will be asked to serve in your assignment for the duration of the summer, with an occasional request for flexibility, based on camp's needs.
- 4) Female staff will be housed in cabins. Explorer and Children's camp males will be housed in cabins, and Teen camp males will be housed in the Yurts.

Involvement in camp preparation and registration:

- 1) Attend your local church on Sundays.
- 2) Attend the camp meeting each Sunday from 2:00pm – 3:00pm.
- 3) Attend your team meeting each Sunday from 3:00pm – 4:00pm.
- 4) Prep for camp registrations 3:30pm – 4:30pm.
- 5) Participate in various registration responsibilities. 4:30pm – 6:00pm.
- 6) Attend the brief Friday camp meeting, as soon as the camp is cleaned and prepped for the upcoming week.
- 7) Staff will be dismissed after the Friday meeting.
- 8) Enjoy your time off (Friday evening, Saturday and Sunday morning), getting rest for the next week.

Support the overall function of camp:

- 1) Support the purpose of camp: *to provide an excellent camp experience that draws people to Jesus Christ.*
- 2) Receive constructive feedback and direction from the leadership team and fellow team members.
- 3) Participate in activities and chapels, providing a positive example to individuals involved with camp.
- 4) Be involved with meal duty, based on your cabin assignment and schedule.
- 5) Submit facility concerns and maintenance needs on the **repair request forms**. WHITE copy= Facilities manager, YELLOW copy = Camp director, and PINK copy= self.
- 6) Be familiar with the **Camp Carl Manual**.
- 7) Attend Camp Carl various staff meetings.
- 8) Be pro-active in providing information and suggestions to the director that will ensure the development of practical, efficient, safe, and relevant policies and procedures for your area of responsibility.
- 9) Be willing to assist in other areas of responsibility, as requested by the camp director or leadership.

Time off and breaks:

- 1) All staff will have the option of requesting a week off during the summer. Training week and the first week of camp are not an option for vacation.
- 2) Staff will be given a daily break.
- 3) Staff will participate in a weekly Bible study or accountability time with leadership.
- 4) Generally staff is considered "on duty" with their assigned campers while they are on site.