

Black Rock Retreat Summer Camp Job Description

Position: Worship & Program Assistant

Responsible To: Summer Camp Director, Program Director, and Program Facilitator

General Qualifications:

1. Has a personal relationship with Jesus Christ and shows evidence of an active growing faith.
2. Demonstrates a genuine love for working with youth 7-17 years of age.
3. Desires to serve the Lord by teaching youth more about our Creator.
4. Is able to provide campers with a model of Christ-centered living.
5. **Is willing to sacrifice personal rights for the common good of the camp and campers.**
6. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
7. Is willing to be accountable to others, being guided by regulations established for daily work, group living and personal conduct.
8. Exhibits spiritual and emotional maturity.
9. Possesses good health and the willingness to work hard.
10. Is in agreement with Black Rock's philosophy and policies and desires to serve the Lord by following our motto, "To Know Christ and Make Him Known."

Specific Qualifications:

1. Is trained or is willing to be trained in lifeguarding, standard first aid, and CPR certifications.
2. Willing to be trained on the Ropes Course.
3. Is safety conscious, level-headed, and exhibits self-control.
4. Is a people person who enjoys and has a good rapport with youth and can relate well to the adults and year-round staff.
5. Possesses organizational skills and pays attention to details.
6. Has sound judgment, good decision making abilities, and able to stay calm and think clearly in emergency situations.
7. Is able to be an "up front" person speaking in front of small and large group.
8. Is musically skilled in worship music
9. Is skilled in leading worship & working with a worship team.

General Responsibilities:

1. Assist in the registration line on Monday mornings.
2. Assist with setting up and facilitating any program related activities as directed by the Leadership staff.
3. Attend staff meetings, devotions, vespers and **ALL** camp activities.
4. Be flexible, available, and willing to help out in other areas of the camp program.
5. Be self-motivated, a self-starter, and foresee areas where you can help out.
6. Assist in supervising the campers during camper hang time from 11:35 a.m. - 12:00 p.m. Tuesday through Friday.
7. Assist in the afternoon and evening Snack Shop as scheduled or requested.

8. Write one story about an interaction or powerful moment with a camper during the summer and turn in to the Office Administrator at the requested time.
9. Complete all end of the week and end of the summer evaluations and paperwork when requested.
10. Be an assistant counselor in a cabin during Special Week.
11. Join a cabin of the same gender on camp-out night to assist the counselors in overseeing campers, building a fire, cooking the food, etc.
12. Be the cabin inspector when assigned by the Program Director.
13. You are expected to be at **ALL** games and activities to interact with campers and add enthusiasm unless you have a scheduled class for that time. If you need to use one of these times to prepare for classes you may ask permission from the Program Director/Program Facilitator or Summer Camp Director.
14. During times that you are not busy, check with the Program Director, Program Facilitator, or Summer Camp Director to see if you can be of assistance.
15. Lead and facilitate worship music events at camp, primarily Vespers, but also Laud and other worship times.

Specific Responsibilities:

1. Complete all tasks that are delegated to you by the Program Director.
2. Assist with the planning, implementation, and leading of the general program, including but not limited to: setting-up, officiating, and cleaning up of all camp activities, special events, games and Vespers programs.
3. Be cross-trained to operate and facilitate various program areas and activities including but not limited to: game set up and clean up, CC Adventure preparation and implementation, Teen Week Theme Night, other weekly theme programs, snack shop, pool and lake activities, and creek hikes.
4. Be willing to be trained as a Lifeguard if swimming skills are sufficient.
5. Serve as a teacher/facilitator of the following morning classes as scheduled: Creek Hikes, Laser Tag, Archery, Sports, etc.
6. Assist with giving general announcements, circling up, and ringing of the bell.
7. Work with the Program Facilitator to implement Counselor/Cabin Adventure Time.
8. Maintain organization of sound equipment and music for Vespers.
9. Be available to build relationships with and care for campers as led by the Spirit.
10. Lead the "Worship Team" focus team during pre-camp and throughout the summer as you plan how to incorporate worship best into the camp schedule.
11. Lead set-up and practice with worship team each evening before Vespers.
12. Plan worship team schedule and submit it to Program Director.
13. Plan a set of worship songs for each Vespers session and submit to Media Specialists.