

Black Rock Retreat Summer Camp

Job Description

Position: Program Instructor

Responsible To: Program Unit Leaders

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. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
6. Is willing to be accountable to others, being guided by regulations established for daily work, group living and personal conduct.
7. Exhibits spiritual and emotional maturity.
8. Able to be active throughout the day and willing to work hard.
9. 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 relationally oriented and enjoys working with youth while establishing good rapport with youth, parents, and year-round staff.
5. Possesses organizational skills and is detail oriented.
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. Preferably at least one year out of high school and a minimum of 18 years of age.

General Responsibilities:

1. Assist in the registration line on Sunday afternoons.
2. Assist with setting up and facilitating any program related activities as directed by the Program Coordinator, or Program Unit Leaders.
3. Attend staff meetings, devotions, vespers and **ALL** camp activities as directed.
4. Be flexible, available, and willing to help in other areas of the camp program.
5. Be self-motivated and foresee areas where you can help.
6. Assist in supervising the campers during camper Electives and classes.
7. Assist in the afternoon and evening Snack Shop as scheduled or requested.
8. Complete all end of the week paperwork before leaving.
9. 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. as directed.

10. Be the cabin inspector when assigned by the Program Coordinator.
11. You are expected to be at **ALL** games and activities to interact with campers and add enthusiasm. If you need to use one of these times to prepare for classes you may ask permission from the Program Coordinator or Program Unit Leaders.

Specific Responsibilities:

1. Complete all tasks that are delegated to you by Leadership Staff.
2. Assist with the planning, implementation, and leading of the general program, including but not limited to: setting-up, leading, 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, Vespers preparation, CC Adventure preparation and implementation, other weekly theme programs, snack shop, lifeguarding, pool and lake activities, creek hikes, and free time activities.
4. Serve as a teacher/facilitator of the following morning classes as scheduled: Creek Hikes, Laser Tag, Archery, Ropes Course, Ballfield, Wilderness/Nature, etc.
5. Plan and lead classes and activities for Day Camp as scheduled.
6. Work with the Program Unit Leaders to implement CC Adventure.
7. Assist in making sure that supplies and equipment are properly cleaned, stored, and inventoried. Inform Program Unit Leaders when supplies are running low or depleted.
8. Be available to build relationships with and care for campers as led by the Spirit.
9. Lead activities for retreat and day groups as scheduled.
10. Is able and willing to assist in other areas of camp as needed.