

## **Base Camp/Camp Unplugged Staff**

**Start Date:** June 3, 2018

**End Date:** August 11, 2018

### POSITION SUMMARY

Responsible to ensure safety and promote spiritual growth through activities and personal example in the programs of Palomar Christian Conference Center whether at camp or off-site. May be asked to help in other areas of camp programs.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist the campers in all aspects of the program: facilitating activities, preparing theme nights, participating in skits or dances, cleaning and keeping cabins in an orderly fashion, leading cabin times, communicating camper's needs to leadership.
- Responsible for guests' care, safety, and wellbeing
- Ensure that the guest needs are met at all times
- Look for and make use of teachable moments
- Pray for the staff, campers, and churches
- Participate in staff Bible studies
- Assist with wild land fire emergencies
- Keep regular, timely attendance while maintaining a clean, safe and unobstructed workplace
- Regularly required to stand, sit, walk, use hands to handle or grasp, reach with hands and arms, talk. Occasionally required to climb or balance and stoop, kneel, crouch, or crawl. May be required to lift a minimum of 25 pounds.
- Overlap into other areas of camp may occur as directed by supervisor.

#### Counselor:

- Supervise campers in all daily activities
- Assist campers with their personal devotionals and materials
- Responsible for camper supervision 24 hours a day while on duty
- Keep campers on schedule and arriving on time to all activities

#### Leadership Team:

- Leading summit devotions, overseeing all counselors, and ensuring smooth operations throughout the week.
- Supervise campers in all daily activities (as needed).
- Responsible for counselor supervision 24 hours a day while on duty.
- Responsible for running all events, including but not limited to, summit, all camp rec, activity set up, and devotions.
- Keep counselors on schedule and arriving on time to all activities.

### JOB SKILLS AND QUALIFICATIONS

- Demonstrates a personal relationship with God through Jesus Christ, exercising personal faith through consistent daily living in accordance to God's Word.
- Understands the mission of Palomar Christian Conference Center and is in agreement with its Statement of Faith, and submits all other goals and desires to that main goal.
- Excellent verbal and written communication skills.
- Interpersonal skills such as are required to maintain positive relations with both staff and guests.
- Good customer service skills, presenting a professional appearance and demeanor.
- Strong attention to detail and organization while managing multiple priorities.
- Able to lift a minimum of 25 lbs.
- First Aid and CPR certified (will train).
- Ensures that s/he could lead or introduce campers to Jesus Christ as Savior.
- Athletic lifestyle
- Enjoys and relates well with others, exhibiting patience and a strong Christian witness.
- Able to work in a fast-paced environment.
- Able to lead and direct youth
- Must be willing to be trained on high ropes course elements
- Experience and enjoys working with junior high boys or girls

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel. All personnel may be required by their immediate supervisor to perform duties outside of their normal responsibilities. The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.