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# SUMMER CAMP WORK CREW DIRECTOR

## POSITION DESCRIPTION

### WAYZATA COMMUNITY CHURCH

#### POSITION SUMMARY

The WORK CREW DIRECTOR ministers to the high school participants of the Summer Camp Work Crew program by exploring Jesus' message of serving God through various service projects. In coordination with the Directors of High School Ministry, and session counselors, the Work Crew Director aims to provide a safe, yet challenging, environment for high school students to grow in their faith development through experiences of servant-leadership.

#### Key Responsibilities

##### Pre-Camp Preparation

- Write the summer's curriculum in collaboration with WCC Director or High School Ministry and other faith leaders.
- Brainstorm and determine individual philosophy and style of leadership and tangible ways to incorporate individual style into the mission of Summer Camp and the Work Crew program.
- In partnership with the Family Ministry Team, create the daily Work Crew devotional and contribute to development of content for Work Crew daily meetings.
- Organize and prepare meaningful service activities/projects (1 summer camp-long project and 4 individual session-long projects)
- Design a detailed plan for fun, creative and engaging faith development exercises and discussions for use at the daily Work Crew meetings along with implementation timeline.
- Brainstorm and create activities to enhance community building and promote openness within the Work Crew participants.

##### In-Camp Responsibilities

- Supervise, lead, and oversee the needs of the Session Counselors and Work Crew participants.
- Create opportunities for Work Crew Camper's individual faith formation and group discussion opportunities, including but not limited to, their daily devotional journal and daily leadership of Work Crew meetings.
- Meet daily with the Session Counselors to share information, discuss issues or challenges, and generate progress, involving the Staff Director and Directors of High School Ministry in all situations related to disciplinary concerns or where breach of camp rules has occurred.
- Connect weekly with the Directors of High School Ministry about progress.
- Attend the daily meetings as needed.
- In coordination with the Camp Director and the Kitchen Staff Manager, organize and manage the mealtime set-up, serving of the meals, and clean-up.
- In coordination with the Camp Director and Chi Rho property manager<sup>2</sup>, organize and manage the daily cleaning of primary Camp areas and facilities.

- In coordination with the Camp Director and Facility Management, organize and lead the afternoon work projects. (1 summer camp-long project and 2-3 individual session-long projects)
- Support the Program Team in any needed set-up or support for morning skits, full camp games, options, night time events, or other needed tasks.
- Lead orientation sessions before each Work Crew session begins, on the day of their arrival at Camp.
- Empower the Session Counselors to ensure that all Work Crew participants are accounted for during all times and in their proper locations.

## Essential Job Functions

- Emotional resilience (handles stressful situations appropriately) and cognitive abilities (mental skills necessary) to carry out job responsibilities in a high paced, social environment
- Ability to establish and maintain appropriate professional relationships
- Interpersonal skills (skills used to reduce stress, reduce conflict, improve communication, enhance intimacy, increase understanding, and promote joy) to interact effectively with individuals and groups respecting social and cultural diversity and to maintain appropriate boundaries
- Ability to be focused each day, with an attitude that is energetic and upbeat.
- Physical endurance to be on one's feet walking, bending, twisting, reaching above head, and carrying items, etc. In other words, being physically active, for 8 continuous hours and have the ability to run or walk fast 1/4 of a mile without stopping
- Ability to read, understand and follow printed instructions in English
- Ability to work in a variety of outside weather conditions – heat, cold, humidity, wind, precipitation, lake water recreation, wooded areas and environmental factors associated with the out of doors
- Ability to work as part of a team
- Attentiveness to details, equipment, and facilities to ensure utilization, proper care, and maintenance guidelines are followed
- Ability to stand, stoops, kneel, crouch, walk, reach, use hands/fingers (dexterity)
- Ability to assist Work Crew and Campers in an emergency (fire, evacuation, illness, injury, severe weather)
- Ability to observe work crew behavior, assess its appropriateness and apply appropriate behavior-management techniques
- Possess visual and auditory ability to identify and respond to environmental and other hazards related to the camp program
- Upper body strength to mop for two continuous hours
- Ability to work in heat, with chemicals, and frequently lift up to 40 pounds
- Dexterity and coordination to operate janitorial and/or kitchen equipment safely

## Organizational Relationships

- Reports to and evaluated by the Camp Director.
- Works closely with Camp Director, Program Team Director, Program Team, Facilities Management and Camp Kitchen Staff.

## Experience and Education

### **Required:**

- A faith anchored life and willingness to embrace and support the relational ministry model of Wayzata Community Church Summer Camp Ministry.
- 1 or more years of proven camp experience with WCC Summer Camp or equivalent.
- Proven leadership experience.
- At least 2 years post-high school graduation study or work experience.
- Enjoys working with children and youth

### **Preferred:**

- Prior Work Crew experience, preferably with WCC Summer Camp
- Prior curriculum writing experience.
- Proven leadership experience.
- Experience in the areas of building maintenance, repair and landscaping.