

Job Description: Summer Counselor

Function: To live in close community during a given camping term with 8-10 campers, having responsibility for safety, nurture, and spiritual growth of those campers. The counselor will serve as host, friend, teacher, and model to the campers.

Requirements:

Minimum of 19 years old or one year of college completed (or the equivalent)

Good health and physical condition suited to outdoor camping environment.

Committed Christian involved in ongoing personal spiritual growth.

Ability to relate to and communicate with children

Desire to see the summer as a ministry of outreach and nurture of children

Skills or experience that can enhance camping program

A desire to be challenged and experience new things

Responsible to: Summer A-Team, Men's & Women's Directors, Year-round Staff, Unit Chief.

Work in conjunction with: Program Staff, Wilderness Staff, CITs.

Principal Accountabilities

1. Responsible for the spiritual nurture of each camper in tribe, making sure the Gospel is presented in a holistic way, and in the case of campers who are believers, that discipleship is pursued appropriately.
2. Provide an opportunity for each camper to respond to Christ's invitation and call for commitment.
3. Live with 8-10 campers.
4. Directly supervise and mentor a CIT or work alongside a co-counselor.
5. Assist with all-camp programs by supervising and guiding tribe.
6. Supervise campers in meals, cabin cleanup, hygiene, and free time.
7. Teach daily Bible study.
8. Teach in designated skill area or supervise tribe games.
9. Assist with program activities and other activities in the unit, responsible to and working closely with the A-Team.
10. Interpret and enforce all safety and health regulations.
11. Communicate and enforce all camp rules.
12. Serve as roving counselor for one term.
13. Attend staff training period and nine weeks of camping sessions.
14. Abide by all personnel policies.
15. Exhibit a servant attitude toward campers and other staff people.

Wilderness Counselor Job Description

Function:

- Facilitate the adventure education programs at Ligonier Camp & Conference Center
- Communicate the principles of the Christian Faith, helping participants to explore and expand their understanding of trust, cooperation, and reliance on others in solving problems
- Work with the rest of camp staff in a limited programming capacity
- Responsible for the safety, nurturing, and spiritual growth of the campers

Requirements:

- Committed Christian involved in ongoing personal spiritual growth
- Minimum of 19 years old or one year of college completed (or the equivalent)
- Good health and physical condition suited to outdoor camping environment
- Ability to relate to and communicate with children
- Desire to see the summer as a ministry of outreach and nurturing of children
- Skills or experience that can enhance the wilderness program

Responsible to: Adventure Directors, Year-Round Staff, Summer A-Team

Work in conjunction with: Counselors, CITs, Program Staff, Conference Center Staff

Responsibilities/tasks:

- Lead adventure activities including: Initiative Games, Low Ropes, High Ropes, Climbing Tower, Zip Line, and Caving.
- Facilitation will include working with Traditional Summer camp, Next Level, On The Edge campers, and some outside groups.
- Assist OTE Directors with OTE programming
- Care for and maintain adventure equipment
- Complete activity logs and document rope usage, apprentice hours, and other pertinent adventure information
- Responsible for making sure the Gospel is presented in a holistic way
- Provide an opportunity for each camper to respond to Christ's invitation and call for commitment
- Interpret and enforce safety and health regulations
- Communicate and enforce all camp rules
- Abide by all personnel policies
- Exhibit a servant attitude toward campers and other staff people
- Assist with various program activities
- Be involved with campers in other aspects of the summer camp program, i.e. meal times, CLUB, devotions, wide games, etc.
- Participate in a Discipleship/Accountability Study

Job Description: Co-Counselor

Function: To serve as the second college-age staff person in a cabin of campers providing supervision and ministry in that context, while also providing leadership in another area of camp.

Responsible to: Year round Staff, Summer Camp Director, Summer A-Team
Work in Conjunction With: Summer staff, Program staff

Possible Co-Counseling Positions: [These vary according to gifts and talents of staff]

Arts and Crafts Director, Nature Skill Director, Administrative Assistant, Environmental Arts Coordinator, Riflery Instructor, Mt. Bikes and Mt. Board Director, Drama Director, Photography Director, Technology & Website Director, Pool Director, etc.

Principle Accountabilities:

1. Administer Co-area within budget constraints, keeping inventory and preparing to re-order any necessary materials, working with the SCD for approval.
2. Supervise staff who may assist, and train staff people to take over this area during director's time off.
3. Care for equipment and activity spaces, being neat and stewardly as well as organized.
4. Plan, execute, and follow up specific area of responsibility when scheduled. Plan in advance to be able to be on time to the next camp activity.
5. Look for ways to incorporate creative new ideas; have rain plans ready.
6. Serve as "second in command" in the context of the tribe.
7. Co-counselors' Standards of Performance and Counselor Standards of Performance are synonymous.

Job Description: Wrangler

Function: To be the primary staff in charge of the program, safety and care of campers while at the barn and on horseback. The Wranglers are in charge of running the day-to-day program of the barn while campers are present, as well as assisting in the maintenance and care of equipment and the horses. Wranglers are responsible to lead all barn activities and communicate the principles of the Christian faith through these activities. They are responsible for the safety, nurturing, and spiritual growth of the campers with whom they come into contact. Activities include but are not limited to the following: tacking up, leading trail rides, and teaching basic horsemanship. Wranglers live in community with one another, and when not facilitating they will help with equipment maintenance and general upkeep of barn and horses.

Requirements:

Minimum 19 years old or one year of college completed (or the equivalent)
Adequate skills in tacking up a horse with western tack
Able to ride both lead and drag on trail rides with campers
Able to mount horses from the ground without assistance from a mounting block
Good health and physical condition suited to outdoor camping environment
Committed Christian involved in ongoing personal spiritual growth
Ability to relate to and communicate with children
Desire to see the summer as a ministry of outreach and nurture of children
Desire to love and care for campers

Responsible to: Head Wrangler, Adventure Directors, Summer A-Team, Men's & Women's Directors, Year-round Staff

Works in conjunction with: Wilderness Staff, Counselors, Program Staff

Principal Accountabilities:

1. Leading and facilitating all aspects of the horse program, including: leading trail rides, teaching basic horsemanship, and caring for horses.
2. Facilitation will include working with Classic Camp, Little Ligs, and some outside groups.
3. Participating in all barn chores, including morning and evening chores.
4. Communicating the principles of the Christian faith through the horse program.
5. Complete activity logs, maintenance logs, and other pertinent information.
6. Interpret and enforce safety and health regulations
7. Communicate and enforce all camp rules.
8. Abide by all personnel policies.
9. Exhibit a servant attitude toward campers and other staff people.
10. Responsible for making sure the Gospel is presented in a holistic way.
11. Provide an opportunity for each camper to respond to Christ's invitation and call for commitment.
12. Participate in a Discipleship/Accountability Study

Job Description: Lakefront Staff

Function: To be the primary staff in charge of the program, safety and care of campers while at the lake property. The lakefront staff are in charge of running the day-to-day program of the lake while campers are present, as well as assisting in the maintenance of equipment and the property. Lakefront Staff are responsible to lead all waterfront activities and communicate the principles of the Christian faith through these activities. They are responsible for the safety, nurturing, and spiritual growth of the campers with whom they come into contact. Activities include but are not limited to the following: tubing, swimming, fishing, boating, laser tag, and field games. Lakefront Staff live in community with one another, and when not facilitating they will help with equipment maintenance and general upkeep of lake property.

Requirements:

Minimum 19 years old or one year of college completed (or the equivalent)
Lifeguard with waterfront safety certification
Good health and physical condition suited to outdoor camping environment
Committed Christian involved in ongoing personal spiritual growth
Ability to relate to and communicate with children
Desire to see the summer as a ministry of outreach and nurture of children
Desire to love and care for campers
Creativity and energy in programmatic planning and execution

Responsible to: Lakefront Director, Summer A-Team, Men's & Women's Directors, Year-round Staff

Works in conjunction with: Counselors, Program Staff, Maintenance Staff

Principal Accountabilities:

1. Leading and life-guarding all lakefront activities including tubing, swimming, boating, and any other aspects of the program.
2. Facilitation will include working with Classic Camp, Next Level, On the Edge, and some outside groups.
3. Communicating the principles of the Christian faith through the activities taking place at the lake.
4. Maintaining the equipment of the lake with daily safety checks.
5. Complete activity logs, maintenance logs, and other pertinent information.
6. Interpret and enforce safety and health regulations
7. Assisting in weekly property maintenance including mowing, weed whacking, and other cleaning.
8. Communicate and enforce all camp rules.
9. Abide by all personnel policies.
10. Exhibit a servant attitude toward campers and other staff people.
11. Responsible for making sure the Gospel is presented in a holistic way.
12. Provide an opportunity for each camper to respond to Christ's invitation and call for commitment.
13. Participate in a Discipleship/Accountability Study

Job Description: Kitchen Staff

Function: Primarily to work in the summer kitchen, assisting in food preparation, serving of meals, and cleanup. Also may serve as a support staff member in a cabin, working under the mentorship of a college-age counselor.

Requirements:

Minimum of 16 years of age by the beginning of term of employment

Good health and physical condition suited to outdoor camping environment

Committed Christian involved in ongoing personal spiritual growth

Ability to relate to and communicate with children

Desire to see the summer as a ministry of outreach and nurture of children

Skill or experience that can enhance a camping program

Responsible to: A-Team, Men's/Women's Directors (college-age),
Kitchen Manager, CIT Director (high-school age)

Works in conjunction with: Kitchen Manager, Hourly Kitchen Staff, CITs

Principle Accountabilities

1. Prepare meals for campers, under the direction of the Kitchen Manager
2. Serve meals to campers
3. Assist CITs with cleanup after meals
4. Close down the kitchen at the end of the day
5. Be prompt and on time for work
6. Abide by all health and safety regulations & wear proper attire
7. Abide by all personnel policies
8. Exhibit a servant attitude toward campers and other staff people

Job Description: Maintenance Staff

Function: To help maintain the camp grounds throughout the summer. Also may serve as support staff in a cabin under the mentorship of a college-age counselor.

Requirements:

Minimum 16 years of age by the beginning of the term of employment
Good health and physical condition suited to outdoor camping environment
Committed Christian involved in ongoing personal spiritual growth
Ability to relate to and communicate with children
Desire to see the summer as a ministry of outreach and nurture of children
Skills or experience that can enhance a camping program

Responsible to: A-Team, Men's/Women's Director, Facilities Director, CIT Director, Summer Camp Director

Works in conjunction with: Facilities Director, CITs

Principle Accountabilities

1. Mow grass to keep camp functional and looking nice
2. Collect trash from camp buildings daily and after each meal in dining halls
3. Keep campfire sites and overnight spots clear and ready for use
4. Assist Facilities Director with any projects that need to be completed
5. Be prompt and on time for work
6. Abide by all safety regulations and wear proper attire
7. Abide by all personnel policies
8. Exhibit a servant attitude toward campers and other staff people

Job Description: CIT

Function: CITs function as support personnel in an assigned tribe, working under the mentorship of a specific assigned counselor. Responsibilities may include, but are not limited to: sleeping in cabins with campers, sitting in on camper Bible studies, joining the campers for club, and leading rotation activities.

The CITs function collectively as support personnel for the programs of the camp at large. This group, to a great extent, completes the “behind the scenes” preparations for camp activities. Responsibilities include, but are not limited to: Kitchen duties (serving meals and cleanup), horse & barn maintenance, preparing lunches for wilderness trips, operating the HUB, preparing supplies for Wide games, distributing water, decorating for special events, cleaning public areas (pavilion, KYBO, etc.), maintenance, supervision of campers, and baby-sitting.

Requirements:

Minimum of 16 years old by the beginning of the summer term of employment
Good health and physical condition suited to outdoor camping environment.
Committed Christian involved in ongoing personal spiritual growth.
Ability to relate to and communicate with children
Desire to see the summer as a ministry of outreach and nurture of children
Skills or experience that can enhance camping program
A desire to be challenged and experience new things

Responsible to: Year round staff, Summer A-Team and CIT Director.

Work in conjunction with: Program Staff, Wilderness Staff, Counseling Team.

Principal Accountabilities

1. Live with 8-10 campers.
2. Assist with all-camp programs.
3. Help to supervise campers in mornings, meals, cabin cleanup, hygiene, and free time.
4. Interpret safety and health regulations.
5. Help keep camp clean and orderly by performing various assigned tasks.
6. Communicate and enforce all camp rules.
7. Attend staff training week and specified weeks of camping sessions.
8. Abide by all personnel policies.
10. Exhibit a servant attitude toward campers and other staff people.