



Camp Albemarle Program Staff Job Description

Reports to: Director of assigned area, or Program Director if not applicable

Dates of Job: May 28 – August 4 2017

Purpose of Position:

- Ensure that all camp programs are set up in a timely manner, and run safely and efficiently.
- Help leadership staff ensure that necessary camp functions are taken care of.
- Be a friend to various campers that you meet, and help make their experience fun, safe, and wholesome.

Qualifications:

- Must be a professed Christian and follower of Jesus Christ and his teachings
- Must be at least 18 years of age, or turning 18 by September (Class of 2017)
- Must be able to stay at camp from open to close for the majority of camp sessions. (except for daily time off)
- Preferred to be CPR/First Aid certified by the beginning of camp sessions (We provide CPR/First Aid training during staff week)

Specific Responsibilities:

- Attend and participate in staff week. (If not possible, please contact us)
- Assist at different stages of check in and check out. (medical checks, registration forms, camp store, etc.)
- Set up, facilitate, and take down programs (sailing, tree climbing, tower, etc.) as needed.
- Help set up, facilitate, and take down all camp activities. (field games, carnival, dance, etc.)
- Perform miscellaneous tasks around camp as necessary. (fill water coolers, build camp fires, run the camp store, etc.)
- Maintain the cleanliness of the lodge during the week.
- Attend bible studies and devotions with family groups and cabins as able, and participate as appropriate.
- Tend to all the needs of campers to the best of your ability, or contact appropriate staff (medical officer, spiritual development coordinator, head counselor, etc.) for situations beyond your training or comfort.
- Potentially act as a counselor during weeks in which it is needed.