

# **ADVENTURE SPECIALIST JOB DESCRIPTION FOR CAMP LAKEVIEW**

## **Required Qualifications**

1. Minimum age - 18 years old and completed one year in a post-secondary educational program.
2. Dedicated Christian who is willing to share their faith in Christ with others.
3. Previous experience as a member of a summer camp staff.
4. Desire and ability to work with children outdoors.
5. Ability to lead and supervise peers as well as campers.

## **Desired Qualifications**

1. Member in good standing of the Lutheran Church-Missouri Synod.
2. Possess the ability to lead others in group activities, especially leading devotional and recreational activities.
3. Willingness to experience outdoor living and to teach/learn new skills.
4. Basic appreciation and understanding of nature as the creation of God and its relationship to man.
5. Ability to accept supervision and guidance.
6. Possess imagination, a sense of humor, patience, conviction, sincerity, enthusiasm, initiative, self-control, adaptability, willingness to learn, integrity, ingenuity, a sense of spiritual direction, and the presence of God in his/her life.

## **To Whom Responsible**

1. The Executive Director in terms of application and employment, training and work assignments, as well as personnel policies and practices.
2. The Program Directors in all areas relative to program activities, inter-staff responsibilities, and regular or special work duties.

## **General Responsibilities**

1. Facilitate experiential learning and training for staff in processing experiences with campers.
2. Implement a program of nature instruction to be incorporated into the general program of activities for campers.
3. Assist with the planning and leadership of all trip-camp programs.
4. Assist with the production of the weekly camper photo C.D.
5. A total commitment for the term of employment.
6. Provide personal guidance to campers, counselors, and other staff.
7. Exert positive Christian influence with campers and staff at all times.
8. Understand, interpret, and maintain the camp's standards and policies, especially in the absence of the executive or program director.
9. Possess an attitude and actions which continually reflect that Christ lives within you and that you view your position as an opportunity to be in His service.

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### **Specific Responsibilities**

1. Assist the Executive and Program Director in upholding all personnel policies, bringing any infractions or major staff concerns to the Director's attention.
2. Relay all necessary information to the Camp Directors from campers and counselors.
3. Assist with the planning and leadership of trip-camp programming, including caving/canoe trip and bike trip.
4. Be responsible for facilitation of Experiential Learning activities, i.e. group building and challenge course (mostly for youth campers but partially for outside groups as necessary).
5. Serve as a resource for nature lessons at camp, gathering ideas and materials which would be interesting and beneficial to the campers. Lead nature session when the counselors are not comfortable doing so.
6. Help other Program Staff with taking pictures of campers and activities throughout the week to use for weekly photo CD and other promotional materials.
7. Assist in the filing/organization of pictures throughout the week as well as the editing of the weekly photo show.
8. With the Program Director, develop a Bible study program for daily camper use which utilizes a central theme to incorporate 5 daily one-hour sessions. Develop unique programs for unique age groups.
9. Write a five-day Bible study curriculum to be used for one of the unique age groups.
10. Assist the Program Directors in leading any part of the Bible study program which gathers the entire camp together.
11. In the absence of the Program Director, help lead counselor and Junior Counselor meetings and activity planning sessions.
12. Assist the Program Director in being responsible for the planning, coordination, leadership, and success of all evening activities.
13. Assist the Program Director in being responsible for the planning, coordination, leadership, and success of all special dinners.
14. With other staff, help prepare for cabin activities, cookouts, and campouts. Promote and encourage a variety of activities, especially those that are unique to the camp experience.
15. Assist the office staff in printing out incoming camper e-mails and delivering them to the campers at meals or canteen.
16. Hunt for new songs, skits, games, and programs. Record and file.
17. Fill in for counselors who need to take time away from their normal program duties.
18. As a team member, assist other staff in any task that will enhance the outdoor ministry of Camp Lakeview.