

Black Rock Retreat Summer Camp

Job Description

Position: Crafts Instructor

Responsible To: Program Unit Leaders

General Qualifications:

1. Has a personal relationship with Jesus Christ and shows evidence of an active growing faith.
2. Demonstrates a genuine love for working with youth 7-17 years of age.
3. Desires to serve the Lord by teaching youth more about our Creator.
4. Is able to provide campers with a model of Christ-centered living.
5. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
6. Is willing to be accountable to others, being guided by regulations established for daily work, group living, and personal conduct.
7. Exhibits spiritual and emotional maturity.
8. Able to be active throughout the day and willing to work hard.
9. Is in agreement with Black Rock's philosophy and policies and desires to serve the Lord by following our motto, "To Know Christ and Make Him Known."
10. Is trained or is willing to be trained in standard first aid and CPR.

Specific Qualifications:

1. Has creativity, patience, and ability to create organized lessons and instruct kids of ages 7-17.
2. Possesses diversified craft skills and interests.
3. Possesses the knowledge and experience to safely operate, supervise, and store the equipment used in making crafts projects.
4. Is at least one year out of high school and a minimum of 18 years old.
5. Able to help plan and budget for a summer's worth of projects and supplies.

General Responsibilities:

1. Spend time with the Lord every day.
2. Know and uphold the standards and boundaries laid out in the Child Protection Policy.
3. Assist in registration on Sunday afternoons.
4. Assist with setting up and facilitating any program related activities as directed by the Leadership staff.
5. Attend staff meetings, devotions, vespers and **ALL** camp activities as directed.
6. Be self-motivated and foresee areas where you can help.
7. Assist in the afternoon and evening Snack Shop as scheduled or requested.
8. Complete all end of the week evaluations and paperwork before leaving each weekend.
9. Be the cabin inspector when assigned by the Program Coordinator.
10. You are expected to be at **ALL** games and activities to interact with campers and add enthusiasm. If you need to use one of these times to prepare for classes you may ask permission from your supervisor.

Specific Responsibilities:

1. Assume responsibility for the craft classes held during the morning activity periods. Plan projects for campers who choose to participate in crafts during the afternoon free times.
2. Plan and lead craft projects for Day Camp as scheduled.
3. Plan projects and help order all needed supplies, advising the Program Unit Leaders of purchase needs.
4. Ensure that campers' crafts are properly stored, labeled, and returned to them in good condition at the end of the week.
5. Encourage creative expressions and interests in campers.
6. Maintain a neat, clean, and attractive craft facility.
7. Provide assistance or supplies for any assigned, craft related CC Adventure.
8. Inventory craft supplies at the end of the summer, pack things up, and store them neatly in designated areas.
9. Is able and willing to assist in other areas of camp as needed.