

Black Rock Retreat Summer Camp Job Description

Position: Discipleship Crew Unit Leader

Responsible To: Overnight Camp Coordinator

Oversees: Discipleship Crew Counselors

General Qualifications:

1. Has a personal relationship with Jesus Christ showing evidence of an active growing faith.
2. Demonstrates a genuine love for working with youth 14-17 years of age.
3. Is able and willing to lead college age students through daily tasks and their spiritual walk.
4. Desires to serve the Lord by teaching youth more about our Creator.
5. Is able to provide campers with a model of Christ-centered living.
6. Exhibits servant-oriented leadership in heart, attitude, and behavior (Phil. 2:5-8).
7. Is willing to be accountable to others, being guided by regulations established for daily work, group living, and personal conduct.
8. Exhibits spiritual and emotional maturity.
9. Is able to stay active all day and the willingness to work hard.
10. 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."
11. Is trained or willing to be trained in standard first aid and CPR.

Specific Qualifications:

1. Is preferably at least one year out of high school and a minimum of 21 years of age.
2. Preferably holds or is working on a B.A. degree in Youth Ministry, Camping, Recreation, Social Work, Education, or related field of study.
3. Has significant experience in leading, programming, ministering, and relating to youth and young adults.
4. Has strong relational skills and has a good rapport with young adults. Able to relate well to staff, campers, parents, and the public.
5. Has sound judgment, good decision-making abilities, and is able to stay calm and think clearly in emergency situations.
6. Possesses a strong ability and desire to build relationships with the discipleship crew counseling staff to support, encourage, challenge, and cultivate spiritual growth.
7. Able to communicate well with parents and handle their concerns.
8. Displays an attention to detail and ability to plan and delegate activities to a group of 10 or more.
9. Can operate or learn to operate basic machinery in order to carry out maintenance duties throughout the week.
10. Is able to learn and execute health safety practices and Dining Hall policies in the setup, serving, and cleanup of meals.
11. Is able to delegate tasks efficiently.

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. Contributes to the Discipleship Crew program through programming and guiding the spiritual development of campers.
4. Participate in/lead devotional time in the mornings.
5. Participate in/lead DC group activities such as teambuilding, service projects, and offsite trips.
6. Lead & train DC campers to serve in the dining hall, perform maintenance duties, and help with programming.
7. Perform administrative duties such as printing materials for Bible studies and setting up for events.
8. Have daily check-ins with the DC Counselors to make sure they are doing well and have the support they need to succeed.
9. Plan weekends for DC Counselors and members.
10. Plan weekly and daily activities and delegate responsibilities to DC Counselors as required.
11. Attend leadership staff meetings as scheduled.
12. Enforce all camp policies, guidelines, philosophies, and procedures.

Specific Responsibilities:

1. Meet one-on-one with DC counselors every week, to encourage, challenge and see how things are going for them physically, spiritually, and emotionally. Take prayer requests and pray for them regularly.
2. Assist in being responsible for the 24-hour supervision and safety of all campers (particularly DC) and counseling staff (specifically DC).
3. Supervise, disciple, and encourage DC staff, i.e., run staff meetings when delegated, minister to staff, work through staff conflicts, etc.
4. Handle camper problems (discipline, homesickness, etc.) that are brought to you by DC counselors and communicate issues with your supervisor.
5. Make sure counselors are following the Child Protection Policy in their interactions with campers.
6. Handle and/or refer any staff problems or conflicts to your supervisor.
7. Coordinate with other program areas regarding plans or activities.
8. Assist Leadership Staff in preparing for camper drop off/Registration.
9. Attend DC Devotional time during mornings, as well as evening discussions following the day's last camp activity.
10. Work with the DC Counselors to prepare a special service project for each session.
11. Coordinate with Maintenance, Kitchen staff, and program staff to see what weekly and daily needs are and create schedules for Discipleship Crew accordingly.
12. Be willing and able to assist in other areas as needed.