



LEAD PROGRAM STAFF JOB DESCRIPTION – 2017

Mission

To provide unique settings for **INTENTIONAL CHRISTIAN COMMUNITY** where persons may deepen their Christian experience, grow in understanding, and respond in faith joyfully.

As an extension ministry of the Great Plains Conference of the United Methodist Church, we also seek to embody the six characteristics of disciple-making:

- Radical hospitality;
- Heartwarming worship;
- Risk-taking mission and justice work;
- Vital faith formation and prayer;
- Gracious generosity; and
- Connectional joy and commitment.

Location

Camp Fontanelle is located ten miles northeast of Fremont, NE along the Elkhorn River. It is part of the United Methodist Church, Great Plains Conference. 9677 County Road 3; Fontanelle, NE 68044

Applicant Requirements

- 20 years old or older
- min. of 1 year on staff at Fontanelle
 - or min. of 2 years christian camping experience
 - or min. of 2 years seminary classes
- mature in their behavior and Christian commitment
- gain Safe Gatherings Certification
- pass drug screen

Applications can be found at www.CampFontanelle.com under the Summer Camp tab, Employment Opportunities. Pictures and more information about Camp Fontanelle can also be found online. If you have any unanswered questions, please feel free to contact Derek Bergman, Program Director/Assistant Site Director, at DBergman@GreatPlainsUMC.org or call/text (402) 203-0782.

We will continue to take applications until all positions are filled.

Summer Objective

To provide servant leadership for our staff, the campers, and volunteer adults that come to Camp Fontanelle, by humbly facilitating the highest quality **Christian Camping** experience possible.

Areas of Responsibility

All staff will work under the direction of the director or the director's designee. The following is descriptive of the position responsibilities. These may include but are not limited to what is described below.

1. *Hospitality* - "n. friendly and generous reception and entertainment of guests."
 - help in welcoming and getting volunteers settled and oriented initially
 - help in welcoming and getting campers settled and oriented
 - always be positive with actions and words, include everyone
 - facilitate campers/volunteers in the curriculum and activity times
 - serve in the kitchen/dining hall
 - maintain the grounds and facilities through cleaning, lawn care, bathrooms & bathhouse etc.
 - share cabin responsibilities with the volunteers and other staff
 - keeping campers on schedule
 - facilitate cabin bonding - involve everyone
 - encourage campers to keep cabins clean during the week/weekend
 - accountable for the final cleaning at the end of the week/weekend
 - discipline when needed

2. *Activity Leadership* - "n. one who has the principal part in something."

- share small group leadership with the volunteers and coworkers
- be prepared for each days' sessions - who is doing what, materials needed, etc.
- train in 1st Aid, CPR, Safe Gatherings, archery, Zipline, challenge course to lead, etc.
- monitor health and sanitation and document treatment
- keep on target with the curriculum theme for the day
- discipline when needed
- work in a area as assigned: health, hiking, lifeguard, crafts, recreation, etc.
- help in the implementation of the evening activity (games, talent show, etc.)
- help in other areas when needed (worship, etc.)
- supervise campers day and night with limited time off when camp is in session
- participate in and lead staff community building and worship events (may be outside of scheduled camps)

Summer Lead Program Staff live on site and on majority of nights be one of two or more staff/volunteers staying with campers (includes cabins, dorms, treeboats, under the stars, or in self made shelters). All employees and volunteers at Camp Fontanelle will be trained in Safe Gatherings and have a background check.

Additional Responsibilities

- This position will be assigned to a camp each week of the summer. The Lead Staff will help to communicate all schedule needs & changes, contact parents as need arises (i.e. missing forms, homesick camper, etc...).
- The lead staff will strive to keep our staff family working well together checking in with each person regularly to ensure they take Sabbath Time, complete devotionals, and are able to meet the daily demands of camp life.
- A minimum of one of the three Leads will not be assigned to a particular camp during the week. Their roll will be more Spiritual Maintenance, finding ways to keep our staff accountable and working well for Christ and our Camp.
- He/She will work with the Program Director to resolve any conflicts amongst the staff and/or volunteers.
- The Lead Staff will empower the Program Staff to take control and be in charge.
- Develop, plan, and coordinate staff events & activities. Things to keep or staff Family working well.
- Other responsibilities will be developed throughout the summer in discussion with the Directors.

Evaluation Process

Each staff person will have a mid-summer evaluation. These are done privately with the program staff and give you a place to discuss the rewards/frustrations with the job or personnel.

Dates

*It is strongly encouraged that the 3 individuals in this position arrive at camp before the majority of the staff team. As well as be one of the last to leave at the conclusion of the summer.

The summer work will begin on **Monday, May 22nd at 2:00 PM** (it is asked that all staff be moved in prior to start time) and will end after the first full week in **August, Saturday the 5th after 4:00 PM** (the last camp ends August 4th but there'll be some clean up and debriefing following the last day of camp). Work days and days off will vary with the camp schedule. All staff hired will be able to move in the week prior to training, or sooner by contacting Derek Bergman.

PAY

Staff will be paid based off a daily rate to total \$2720. If multiple days are missed or the staff member leaves in the middle of the summer the daily rate will reflect this. A \$200 (\$20/week) bonus will be paid at summer's end if the staff member concludes the summer in good standing. There are opportunities available on off days to serve guest groups that pay \$10/hr. Room and board provided for the summer.

**Returning staff will receive a \$300 returning bonus at the start of the summer.