

Summer Staff 2017

Non-Counseling Positions

Activity Team Member:

Dates: June 1 - August 11

Applicants: Must have completed one year of college or be at least 19 years old by June 1.

Job Description: Maintain the safety and proper operation of activity areas and assist campers in participating in Arts and Crafts, Skate Park, Archery, Adventure Activities, and various program specific activities. Additionally, Activity team members may be called on to specialize in other activities suited to their preferences and skills.

Activity Team Member (music specialty):

Dates: June 1 – August 11

Applicants: Must have completed one year of college or be at least 19 years old by June 1.

Job Description: Maintain the safety and proper operation of activity areas and assist campers in participating in Arts and Crafts, Skate Park, Archery, Adventure Activities, and various program specific activities. Additionally, participate in music performance in sessions or during activities under the guidance of the Worship Leader.

Administrative Assistant:

Dates: May 26 – August 11

Applicants: Must be at least 18 years old by May 26.

Job Description: Responsible to help Parent Liaison, Camp Registrar and Youth Ministry Team with camper check-in and check-out, summer budgets, camper feedback system, and other administrative tasks. Must relate well to parents and have good secretarial and organizational skills. Participate in program support and plug into cabin groups. Computer and organizational skills required. Each member of the administrative team will divide responsibilities and program involvement as best fits the abilities and interests of the administrative team members.

Administrative Assistant—Day Camp:

Dates: May 26 – August 11

Applicants: Must be at least 18 years old by May 26.

Job Description: Responsible to help Day Camp Program Directors, Parent Liaison, Camp Registrar and Youth Ministry Team with camper check-in and check-out, summer budgets, camper feedback system, and other administrative tasks. Must relate well to parents and have good secretarial and organizational skills. Participate in program support and plug into cabin groups. Computer and organizational skills required. The Day Camp Administrative Assistant will focus mainly on the Day Camp program, but will work with the administrative team to divide responsibilities and program involvement.

Audio Tech:

Dates: June 1 – August 11

Applicants: Must be at least 18 years old by June 1.

Job Description: Run lights, video, and sound for camp programs and activities. Maintain all equipment regularly. Must have significant related experience, technical aptitude, creative abilities and be willing to work in other areas with campers. Also responsible to daily help with other camp programs and activities, under the supervision of the Activity Team Lead.

Facilities Specialist:

Dates: late-May - mid August

Applicants: Multiple positions available. Positions include kitchen work, maintenance, grounds, housekeeping or a combination of all.

Job Description: Work behind the scenes with year round staff members to physically care for the facility and needs of the summer program. Facilities Specialist must be a hard worker with a lot of initiative. Also responsible to help with other camp programs and activities as needed.

Photo Tech:

Dates: June 1 – August 11

Applicants: Must have completed one year of college or be at least 19 years old by June 1.

Job Description: Take photos during each week highlighting that week of camp in each of the different programs. Filter and upload photos daily to the internet for parents to access. Take, edit, and order weekly cabin and camp photos as well as potential future brochure photos. Take and edit additional photos as requested. Create and maintain organized filing system for photos. Maintain all equipment regularly. Must have significant related experience, technical aptitude, creative abilities, and rapport with kids. Also responsible to daily help with other camp programs and activities under the supervision of the Activity Team Lead.

Student Nurse:

Dates: June 1 – August 11

Applicants: Must be 21 with a valid driver's license and clean driving record.

Job Description: Responsible for camper and staff health and safety. Work with other staff and weekly guest RN to attend to all illness and injury and refer to local doctors when necessary. Keep journal records, maintain infirmary, and transport campers to the clinic. Minimum of 1 year of nursing classes required. AHA Healthcare provider CPR certification required. Must relate well and communicate effectively with campers and parents. Also responsible to daily help with other camp programs and activities.

Waterfront Team:

Dates: May 26 - August 11

Applicants: Must be at least 18 years old by May 26.

Job Description: Help provide a safe, clean, and fun waterfront environment. Responsibilities include lifeguarding, boat driving, waterfront clean up, and activity leadership. Responsible to assist Pier 30 and Kishwaukee programs every evening. Must have a warm personality, physical stamina, a positive attitude, willingness to serve where needed and be prepared for a physically demanding work environment. Current Lifeguard Training, CPR Pro Rescuer, and First Aid required prior to arrival. Also responsible to daily help with other camp programs and activities.

Worship Leader:

Dates: June 1 - August 11

Applicants: Must have completed one year of college or be at least 19 years old by June 1.

Job Description: Work with the Youth Ministry Team and Program Directors to plan and implement music and worship for all camp programs. Need contagious love for Jesus, sensitivity to the Holy Spirit, and the ability to lead music and singing for large groups of youth. Responsible to set up and maintain stage and audio equipment. Must be willing to serve in a variety of areas including daily activity leadership. Must have strong accompanying skills on

guitar. Piano and percussion abilities are also desired. Also responsible to daily help with other camp programs and activities, working in cooperation with Activity Team Lead.

Video Tech:

Dates: June 1 - August 11

Applicants: Must be at least 18 years old by June 1.

Job Description: Shoot video throughout each week highlighting that week of camp. Edit raw footage down into a 10-15 minute, action-packed camper video that will be shared with campers and parents at the end of each week. Support programs with pre-summer video production and editing additional videos as needed. Maintain all equipment regularly. Must have significant related experience, technical aptitude, creative abilities, and rapport with kids. Also responsible to daily help with other camp programs and activities.