



## Kishwauketoe Program Lead Job Description and Expectations

In addition to the below expectations for the Kishwauketoe Program Lead, all Covenant Harbor summer staff must meet the [General Summer Staff Expectations](#) and agree to the [Summer Staff Covenant](#).

### Job Description

The Kishwauketoe Program Lead, along with the Kishwauketoe Program Assistant is responsible for planning and implementing the Kishwauketoe overnight program with consultation from the full-time Youth Ministry Team, and will also supervise a rotating team of counselors on a weekly basis. Kishwauketoe is designed specifically for campers entering 2<sup>nd</sup>-4<sup>th</sup> grades and takes place via full-week (5-night) and partial-week (2-night) programs. The Kishwauketoe program consists of age-appropriate games and activities, structured experiences, and opportunities for relationship building, decision-making, trying new things, and growing independence. Most importantly, the Kishwauketoe Program Lead and Program Assistant, with oversight from the Youth Ministry Team, will craft an age-appropriate, engaging, and memorable Bible program focused on the foundations of the Christian faith.

### Expectations

- Create and implement a Bible program that will teach biblical truth and reflect the summer theme in ways that campers can understand and remember, and that encourages campers in their unique next step of faith.
- Work with the Worship Coordinator and Youth Ministry Team to develop a plan for engaging and focused sessions. Cultivate authentic worship during session times.
- Lead and supervise a rotating team of counselors, communicate clearly with them, and work alongside the Youth Ministry Team with developing, leading, and implementing programs, activities, projects, etc., as assigned.
- Plan games and activities that will engage campers and give them opportunities to try new things on their level.
- Adjust your programming from full-week to partial-week schedules to help campers experience the best parts of Covenant Harbor and learn the core Bible lessons during a limited timeframe.
- Manage your personal schedule and your program's schedule. Help develop the daily and weekly schedule with the Youth Ministry Team and Logistics Coordinator.
- Complete administrative tasks and fulfill parent communication responsibilities.
- Communicate well with parents on opening and closing days.
- Help to train staff in Kishwauketoe-specific programming and age-appropriate counseling strategies.
- Communicate with the full-time Youth Ministry Team about needs of the program, staff, and/or campers.
- Earn campers' respect and seek out time to spend getting to know them. Kishwauketoe staff should know every camper's name by the end of a full week of camp.
- Manage and redirect camper and staff behavior, and mediate conflict.
- Facilitate a community in which Kishwauketoe staff and campers can build healthy relationships with one another.
- Make wise choices to keep campers physically, emotionally and spiritually safe at all times.
- Be available to assist counselors with camper challenges at all hours of the day. Support the weekly counseling team as they care for campers and be available to them as a resource.
- Be a good steward of the program's equipment and supplies. Manage your resources wisely and responsibly.
- Assist with running the camp store and help campers to make wise choices with their canteen money.
- Set an example for all staff that is positive and above reproach.

### Requirements

- Be at least 20 years old by May 28, 2021.
- Be available to live onsite at Covenant Harbor from May 28 to August 12.
- Experience and skills in interacting with elementary students.
- Experience leading peers.
- Prior camping experience.
- Strong theological and biblical knowledge.
- Ability to pass a background check.
- Strong interpersonal, communication, organizational, and leadership skills.
- Must be able to participate in potentially strenuous physical activities.
- CPR and First Aid certifications are preferred, but not required.
- Ability and willingness to be lifeguard, high adventure and/or activity trained preferred.