



Media Team Member (AV) Job Description and Expectations

Job Description

The Media Team Member (AV) is primarily responsible to support all programs by providing technical support through audio, lighting and other visual needs. They will create and present slides for sessions, mix sound, adjust lighting, troubleshoot, and help set others up for success in all of their technical needs. They will also connect with individual cabins in the evening as a cabin buddy, and will be trained to assist in at least one additional area, such as the camp store, waterfront, activities, and/or ropes course.

Supervised by: Media Team Lead

Specific Expectations

- Run lighting, sound, and slides for summer programs to create a seamless and excellent experience.
- Work with Program Leads, Program Assistants, Youth Ministry Team, and other Media Team members to create and execute sessions that are engaging for the campers and to ensure that all program's needs are met. Improve and revise your work from week to week to continuously enhance the experience for campers.
- Help to cultivate authentic worship during session times and minimize distractions for campers and other staff members through the use of technology.
- Respond to feedback from peers and campers and incorporate changes as directed by Program Leads, Program Assistants, Youth Ministry Team, and Media Team Lead.
- Manage your schedule and plan your daily tasks wisely. Be aware of your time and promptly fulfill your responsibilities.
- Request assistance if programs have conflicting needs and ensure that all programs receive the support required.
- Be a good steward of resources. Maintain and clean all AV equipment and ensure that it remains organized. Communicate with the Media Team Lead if additional supplies are needed for use.
- Provide direction to the Jr. Media Team Member and other summer staff to ensure they are trained and equipped in running sound and slides as needed.
- Assist in an additional area to support camp programming, to be determined in consultation with the Youth Ministry Team based on the skills and interests of the individual and the needs of Covenant Harbor.
- Learn how to support the responsibilities of the rest of the Media Team, and be prepared to step in to assist as required.
- Serve as a cabin buddy for an overnight program in the evenings, as assigned.

Requirements

- Be at least 18 years old by May 26, 2022.
- Be available to live onsite at Covenant Harbor for staff training (May 26-June 12, 2022), plus seven or more weeks of summer camp.
- Experience and skills in interacting with elementary, middle school, and/or high school students.
- Experience and skills in running sound required.
- Experience with ProPresenter preferred; if no experience, willingness to learn required.
- Experience running lights preferred; if no experience, willingness to learn required.
- Ability to pass a background check.
- Strong interpersonal and communication skills.
- Must be able to participate in potentially strenuous physical activities.
- CPR and First Aid certifications are preferred, but not required.

General Expectations for All Summer Staff:

- Cultivate a growing, healthy, and mature personal relationship with God.
- Be flexible. The nature of camp is that things come up unexpectedly and plans must be adjusted. Be willing to shift as directed by supervisors.
- Form positive, caring, healthy, appropriate relationships with supervisors, peers, and campers. Get to know others as individuals and walk alongside them in the temporary community of camp as they determine their next right step of faith.
- Be positive and look for the best in people, situations, and camp.
- Actively supervise campers. Manage risks and discern what is best for campers and for yourself. Make wise choices to keep campers physically, emotionally, and spiritually safe at all times.
- Manage and redirect camper behavior, mediate conflict, and help guide campers to have a successful week.
- Take direction from supervisors and be a team player. Do not undermine the leadership of others.
- Keep yourself mentally, physically, spiritually, and emotionally healthy. Make time for rest and self-care.
- Solve your own problems to the extent that you can, and know when it is time to ask for help.
- Conduct yourself in a professional manner when interacting with parents, campers, year-round Covenant Harbor staff, and other summer staff.
- Assist with general camp tasks as assigned, which may include, but are not limited to, assisting in the food service, housekeeping, maintenance, and youth ministry departments as needed, and assisting with weekly camper check-in and check-out procedures as directed.
- Contribute to a healthy staff community. Do not participate in gossip, exclusion, willful breaching of your employment agreement, etc.
- Set an example for all staff and campers that is positive and above reproach.
- Work well with your team. Build upon each other's strengths and assist each other when you are struggling.
- Perform emergency and safety procedures as required and trained.