



Kishwauketoe Program Assistant

Job Description

Our summer camp vision is to love kids and share Jesus. Summer staff should have a committed and growing personal relationship with Jesus Christ. Staff are expected to be hardworking and responsible. Staff should be willing to serve in and outside of the following job description. Staff should contribute to a healthy staff community and not participate in gossip, exclusion, willful breaching of your employment agreement, etc. Staff should set an example that is positive, above reproach and looks for the best in others. Staff are expected to perform emergency and safety procedures as required and trained.

The Kishwauketoe Program Assistant is responsible for assisting the Kishwauketoe Program Lead in planning and implementing the Kishwauketoe overnight program with consultation from the full-time Program Team, and will also assist in supervising a rotating team of counselors on a weekly basis. Kishwauketoe is designed specifically for campers entering 2nd-4th grades and takes place via full-week (5-night) and partial-week (2- and 3-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.

Specific Expectations

- Assist in creating and implementing Bible programs that will teach biblical truth and reflect the summer theme in ways that campers can understand, remember, and engage with, and encourage campers towards unique next steps of faith.
- Work with the Media Team to develop a plan for engaging and focused sessions that will cultivate authentic worship.
- Assist in planning games and activities that will engage and give campers opportunities to try new things.
- With the Kishwauketoe Program Lead, 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.
- Complete administrative tasks and fulfill parent communication responsibilities in a timely manner.
- Communicate professionally with parents on opening and closing days.
- Help to train staff in Kishwauketoe-specific programming and age-appropriate counseling strategies.
- Communicate with the Program Team about needs of the program, staff, and/or campers.
- Earn campers' respect and seek out time to spend getting to know them.
- Manage and redirect camper and staff behavior, mediate conflict, and help guide campers to have a successful week.
- Facilitate a community in which Kishwauketoe staff and campers can build healthy relationships with one another.
- Lead a discipleship group of counselors and support staff, as directed.
- Make wise choices to keep campers and staff physically, emotionally, and spiritually safe at all times.
- Be available to assist counselors with camper challenges at all hours of the day. Support them as they care for campers, and be available as a resource.
- Be a good steward of the program's budget, equipment, and supplies. Manage your resources wisely and responsibly.
- Work in developing, leading, and implementing additional elements, activities, projects, etc., as assigned.
- Assist with running the camp store and help campers to make wise choices with their canteen money.

Requirements

- Be at least 20 years old by May 27, 2023.
- Be available to live onsite at Covenant Harbor from May 27 to August 12, 2023.
- Experience and skills in interacting with elementary students, and leading peers.
- Prior camping experience. Strong theological and biblical knowledge.
- Ability to pass a background check.
- Strong interpersonal, communication, organizational, time management, and leadership skills.
- Must be able to participate in potentially strenuous physical activities.

Supervised by: Program Team

Type of Position: Weekly starting rate of \$255 for working 9 weeks of summer camp including staff training.

Benefits: Meals and housing are included with compensation.

Time Off: Daily time off as well as 24 hours off eachweek. Weeks off available upon request.