

Lake Okoboji United Methodist Camp

Job Description

Job Title: **Summer Staff / Cabin Leader**
Reports to: **Okoboji Camp Directors**



Position Purpose:

To further the mission of the camp through assisting in programs and activities. Cabin Leaders are the primary caregivers for each camper. The Cabin Leader is responsible for the overall health and safety of campers as well as planning, teaching, coordinating, and carrying out activities and guiding campers in their personal and spiritual growth and daily living skills.

Essential Job Functions:

1. Assist in the direction, supervision, and organization of campers in their living unit, within activities and throughout the camp in order to meet the intended camper outcomes.
 - ♦ Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
 - ♦ Assure campers are properly supervised at all times.
 - ♦ Be aware of and implement safety guidelines.
2. Participate in the development and implementation of program activities for campers within the mission and outcomes.
 - ♦ Responsible for leading and assisting with the teaching of activities.
 - ♦ Actively participate in all program areas as assigned.
 - ♦ Provide for the progression of activities within the framework of individual and group interests and abilities.
 - ♦ Assist in program areas such as waterfront, nature, all camp activities, and arts and crafts as directed.
3. Maintain high standards of health and safety in all activities for campers and staff.
 - ♦ Provide the daily care of each camper within your supervision including recognition of personal health needs.
 - ♦ Ensure that campers receive their medications as directed by health care manager.
 - ♦ Be alert to campers and staff needs and assist them with personal and/or health problems, and discuss with camp health manager and/or resident camp director when appropriate.
 - ♦ Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to camp director.
4. Be a role model to campers and staff in your attitude and behavior.
 - ♦ Follow and uphold all safety and security rules and procedures.
 - ♦ Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule, and sportsmanship.

Other Job Duties:

- ♦ Contribute to verbal and written evaluations and communication as requested.
- ♦ Participate enthusiastically in all camp activities, planning, and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, off-site trips and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events
- ♦ Fill support staff roles as needed or assigned

Mission

of Iowa United Methodist Camps:

Providing growth experiences to develop Christian leaders for the transformation of the world

Vision

of Iowa United Methodist Camps:

Enriching Lives, Developing Christian Leaders

Core Values

of Iowa United Methodist Camps:

- To ensure guests feel Safe, Secure, & Loved
- To ensure guests are fostering Community and Friendships
- To ensure guests are able to share and learn about Jesus Christ

Qualifications: (Minimum Qualifications and Experience)

- ♦ Must be 18 years of age or high school graduate.
- ♦ Must be able to obtain or become certified in First Aid/CPR.
- ♦ Must submit health history record and examination form prior to first day of work.
- ♦ Ability to interact with all age levels.
- ♦ Christian walk
- ♦ Desire and ability to work with children and youth in outdoor settings
- ♦ Ability to accept supervision and guidance
- ♦ Possess good character, integrity, adaptability, enthusiasm, flexibility, sense of humor, patience and self-control

Knowledge, Skills, and Abilities:

- ♦ Understand the development needs of youth.
- ♦ Ability to relate to youth and adults in a positive manner.
- ♦ Demonstrate knowledge and skill in program areas designated camp program areas.
- ♦ Ability to see what needs done without having to be told

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Some physical requirements of a program position could be endurance including standing, some bending, stooping, and stretching. Requires eye-hand coordination and manual dexterity to manipulate program equipment and program activities. Requires normal range of hearing and eyesight. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat and varying weather conditions.

LOUMC's primary concern is the spiritual lives of campers and guests. Our ministry at LOUMC is a servant ministry. Therefore, all staff can expect to perform duties not under their specific job responsibilities. All staff can expect to rotate into support staff positions throughout the year. Work assignments will depend upon the immediate needs of the ministry. All year-round staff must be 18 years old, unless specifically approved by the Camp Director. Camp work can be physically demanding therefore all staff can expect to be on their feet and physically active during their employment.

This may include, standing for long periods of time, running, swimming, lifting, and carrying. In addition to wages, all staff members receive 10 days of training, food and lodging, a staff shirt and certification opportunities. Summer staff salaries at Okoboji United Methodist Camp range from \$210.00/wk. for 1yr. college to \$275.00/wk., depending upon years of camp experience and special certifications such as: lifeguard, WSI, ACA canoeing, RN, etc. Staff members who have just graduated from high school have a base salary of \$185.00/wk.