

IDYC JOB DESCRIPTIONS

CABIN DIRECTOR

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- SBC faith commitment
- Must have the knowledge and abilities
- Must be 21 years of age
- Evidence of spiritual maturity – integrity, adaptability, enthusiasm, encouragement
- Must be experienced in a similar position

Primary Responsibilities:

- Provide for the overall Christian spiritual focus for all events at camp, including leading worship as requested
- Inform to the Board of Directors of any emergencies or severe behavior that come up
- Lead Counselor and Counselor in Training (CIT) orientation at workshops or meetings, explaining behavior and all camp policies
- Assist Board of Directors with staff and camper cabin assignment
- Assist Board of Directors with cabin inspections
- Assist Board of Directors with oversight of the Counselor in Training program
- Be a mentor and tutor for Counselors
- Serve as the head of staff whenever members of the Board of Directors are absent from camp
- All other duties as assigned by members of the Board of Directors

COUNSELOR

Qualifications:

- Enjoy working with young people at the Impact Deaf Youth Camp
- SBC faith commitment; involved in active service in the life of the church and community
- Able to uphold and work toward the camp's mission & philosophy
- Must be at least 18 years of age
- Able to attend counselor training
- Willingness to do a variety of tasks
- Show sensitivity for care of the environment
- Evidence of spiritual maturity – responsibility, integrity, adaptability, enthusiasm, encouragement

Counselors are assigned a specific group of youth campers. Counselors are actively involved with their group the entire time these campers are present. They function as parent, guide, pastor, friend, playmate, instructor, and confidant to the campers in their care.

Primary Responsibilities:

- One counselor is assigned to each cabin, each being responsible for no more than eight (10) campers
- Enforce camp "lights-out" time, ensuring campers are in bed or quiet in their cabin at the designated time
- Enforce health and safety rules at the camp:
 - Discuss general camp policies regarding camp limits, safety, and use of waterfront to avoid any misunderstandings among your campers
 - Report all illnesses and health problems to the camp nurse
 - Make sure campers have sufficient rest
 - See that the cabin and grounds are neat & clean by suggestion and example
- Keep track of where your campers are and what they are doing throughout the day
- Lead or assist campers in leading worship services
- Lead small group discussions and/or Bible studies each day:
 - Help the group develop Christian fellowship
 - Use the Bible
 - Help campers with their prayer lives
 - Encourage campers' awareness of Christ's presence in their lives.
 - Facilitate the spiritual growth of campers through one's own faith.
- Daily planning & implementation of activities
- Perform various functions as directed by the specific program guidelines
- Lead campers in field games, any activities
- Encourage good table manners
- Supervise campers during meal set-up & clean-up

- Supervision, in corporation with the lifeguards, of campers at the waterfront
- Supervision of & participation in camper activities
- Lead campers by example
- Think about how your Christian witness is evident in your life and how that witness can be shared with your campers
- Readily share your Christian testimony with campers
- Readily accept responsibility to multi-task & perform a variety of other tasks
- Be a mentor and tutor for Counselor in Training youth
- Assist in cabin clean-up
- Model stewardship of creation through a variety of camping activities and service projects.
- Teach campers to take responsibility and provide leadership opportunities for them.
- All other duties as assigned members of the Cabin Directors and Board of Directors

COUNSELOR IN TRAINING (CIT)

Qualifications:

- Enjoy working with young people at the Impact Deaf Youth Camp
- SBC faith commitment; involved with worship, study, service
- Enjoy crafts, activities, outdoor & water activities etc
- Able to attend counselor training
- Must be at least 18 years of age

Primary Responsibilities:

- Help plan, implement, evaluate & supervise activities
- Provide a positive role-model for each camper; loving and caring for each one.
- Help campers to set and own living agreements that will foster Christian community
- Explain the rules to your campers; Follow and enforce camp rules
- Watch for homesickness, health, or emotional problems of campers & report problems to counselors
- Your priorities at camp are #1 God, #2 Campers, #3 Staff
- Prepare for and assist counselors with Bible studies and discussions and worship services.
- Remain with your campers at all times unless relieved by an assigned staff person.
- Model stewardship of creation through a variety of camping activities and service projects.
- Teach campers to take responsibility and provide leadership opportunities for them.
- Assist in other areas as needed.
- All other duties as assigned by members of the Board of Directors

NURSE

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- Must be one of the following:
 - A licensed physician
 - A licensed nurse practitioner
 - A licensed physician's assistant
 - A registered nurse
 - A registered practical nurse
 - A licensed emergency medical technician (EMT)
 - A licensed medical first responder
 - An adult who is certified as a wilderness first responder or has met the requirements equivalent to those set forth by the National Outdoor Leadership School
- A person who is licensed in another state or Canadian province as a physician, physician's assistant, nurse, or emergency medical technician is deemed to meet the requirements.

Primary Responsibilities:

- Responsible for organization and operation of Impact Deaf Youth Camp Infirmary
- Must keep medication records and administer medications to campers
- Contact parents in case of accident or emergency in consultation with Board of Directors
- Call for emergency services when requested by Board of Directors
- Advise counselors, cooks, and Board of Directors with special needs
- Maintain State Safety Standards
- Document whether he/she, or the First Aid person, accompanies the campers on a field trip, the time the group left, and when the group returns to camp. All care given on the trip must be documented in the ledger

- Sign in at the beginning of the camp week with the dates and ages of campers, his/her initials and credentials; sign and date all entries in the ledger each time an entry is made; a list of each week's campers' medication may be initialed, without writing each entry in the log.
- Review Universal Precautions and do training with staff
- Review the menu to make sure meals are nutritionally balanced and be aware of any special dietary needs of campers for that week
- End of the week inventory of infirmary supplies
- Notify Board of Directors of needed supplies

LIFEGUARD

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- Must be at least 18 years of age
- Willingness to multi-task & work in multiple positions
- Must possess American Red Cross Lifeguarding, CPR, & First Aid certification prior to employment
- Wilderness First Aid desired
- Able to teach and supervise boating, canoeing and sailing

Primary Responsibilities:

- Supervision of all waterfront activities
- Maintain beach area and equipment
- Report all waterfront & grounds replacement, repair, vandalism, & needs to Board of Directors
- Responsible for all equipment use and buddy board
- Responsible for safety and well being of all campers and staff at waterfront
- Responsible for explaining all rules and buddy procedures at waterfront
- Responsible for explaining lost swimmer drill at waterfront to campers and staff
- Responsible for administering swim tests for campers and staff
- Notifying Board of Directors of all other maintenance needs or emergencies.
- All other duties as assigned by members of the Board of Directors

KITCHEN STAFF

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- SBC faith commitment
- Must be 18 years of age
- Must have the knowledge and experience related to working in kitchens

Primary Responsibilities:

- Must be able to work with others under pressure; must enjoy being part of a team.
- Quantity food preparation for buffet-style service
- Help ensure food safety and sanitation, plan menus
- Notify Board of Directors of needed foods & purchase needed foods within budgetary guidelines
- Keep kitchen and dining hall clean and organized
- All other duties as assigned by members of the Board of Directors

CRAFT COORDINATOR

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- SBC faith commitment
- Must be 18 years of age
- Must have the abilities and experience

Primary Responsibilities:

- Plan craft projects appropriate for the age of campers
- Inventory craft supplies
- Notify Board of Directors of needed supplies & purchase needed supplies within budgetary guidelines
- Assist Board of Directors with programs involving crafts as requested

- Instruct all campers & staff in the use and safety of all tools and equipment used in craftwork
- Keep craft area clean and organized
- All other duties as assigned by members of the Board of Directors

RECREATION COORDINATOR

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- SBC faith commitment
- Must be 18 years of age
- Must have experience in a wide variety of activities

Primary Responsibilities:

- Plan activities projects appropriate for the age of campers
- Enjoy working with all ages of campers and not afraid to get campers involved in fun; must be creative, outgoing, adventurous, organized, able to plan ahead and lead guest/staff activities
- Inventory activity supplies
- Notify Board of Directors of needed supplies & purchase needed supplies within budgetary guidelines
- Assist Board of Directors with programs involving activities as requested
- Instruct all campers & staff in the use and safety of all tools and equipment used in any activities
- Keep property clean and organized
- All other duties as assigned by members of the Board of Directors

RECREATION ASSISTANT

Qualifications:

- Able and interested in working with Impact Deaf Youth Camp
- Able to uphold and work toward the camp's mission statement
- SBC faith commitment
- Must be 18 years of age
- Must have experience in a wide variety of activities

Primary Responsibilities:

- Willingness and ability to assist the Recreation Coordinator in all aspects of the Recreation program
- Enjoy working with all ages of campers and not afraid to get campers involved in fun; must be creative, outgoing, adventurous, organized, able to plan ahead and lead guest/staff activities
- Coordinate activities and waterfront programs with overall recreation program
- Assist Recreation Director in organizing, training, assigning and supervising various recreation staff and presenting daily plan of events in chapel announcements
- Help to organize staff recreational program and special staff activities
- Instruct all campers & staff in the use and safety of all tools and equipment used in any activities
- Keep property clean and organized
- All other duties as assigned by members of the Board of Directors