

Camp Staff Information

2017



It's a Mission!



Pine Lake Camp

The Salvation Army Pine Lake Camp is (20 minutes South East of Red Deer) serves the children and youth of Alberta and The Northern Territories. Most of these children are from economically disadvantaged backgrounds and have little or no contact with a church. Our mission is the thread that connects everything we do at camp. It is our desire that each child would come to know Christ and experience His love.

Mission Statement:

Pine Lake Camp and its staff exist to model Christ through servant ministry, loving relationships, and unforgettable experiences.

Discipleship Program (May 15– Jun 23, 2017)

Pine Lake Camp offers an 8 week discipleship training program that has been developed to target university/college age students. Beginning in May staff will live in Edmonton and receive daily discipleship training. Afternoons will be spent in designated Salvation Army ministry units where teams will learn about The Salvation Army ministry, promote the summer camp program and be involved in ministry outreach programs. The salary throughout this program will be determined by the position that you have been hired to fill during the 2017 Summer Camping season.

*Note: there is a limited number of spaces so acceptance to the program will be based on an interview.

Summer Missions Team (Aug 12-25)

Employment at Pine Lake Camp includes the opportunity to participate in a 2 week discipleship mission stream has been developed for all program staff. The last two weeks of your employment will be spent in a designated Salvation Army ministry unit. You will follow up with summer campers and build bridges for them into local ministry units through a 1-2 week summer day camp program. Your regular salary will be continued throughout this period.

2017 Summer Schedule

May 15—Jun 30	Discipleship Training
Jun 26—Jun 30	Leadership Team Training
Jun 30—Jul 3	Team Building Trip
Jul 4—7	All Staff Training
Aug 12—25	Program Staff Missions Trips
Jul 10—15	Holiday Camp 1
Jul 11—Aug 11	LIT Camp
Jul 17—22	Holiday Camp 2
Jul 25—28	Moms & Tots Camp
Jul 31—Aug 5	Holiday 3
Aug 7—11	Teen Camp
Aug 12—19	Gospel Arts Camp
Aug 21—25	Leadership Development Camp

Positions Available

All staff **MUST** hold a current Standard First Aid + CPR certification

Check www.sja.ca for courses in your area.

Assistant Program Director (2 positions)

(May 1—August 25)

Areas of responsibility will be divided between each position as follows:

LIT Program—Develop and supervise a 1 month Christian leadership program for youth in grades 8-10. Responsibilities will include planning and implementing a quality leadership and discipleship morning program, an offsite overnight challenge activity (ex: camping trip) and integration into the regular camping program for hands-on leadership experience.

Camp Program—Develop and supervise a quality summer camping program for kids and youth. Responsibilities will include facilitating Bible guests and worship times, planning and/or leading recreational activities (ex: camp wide games, rain day plans, crafts, evening programs, tenting program) and the operation of challenge activities (ex: low ropes course, climbing wall). This individual should have a wide knowledge of the overall camping program (sports, recreational activities, crafts, etc.)

Together—Work together to develop and implement a quality Christian summer camping program and LIT Program that are well integrated and complementary of each other. These individuals will assist the Program Director in all required duties including staff training, daily camp program facilitation, staff schedules and supervision, camper discipline and fostering spiritual growth in campers and staff. Additionally, these individuals will each lead a 2 week Alberta mission trip to an assigned location at the end of the summer.

CUI Level II Challenge Course Practitioner certification preferred (training may be provided if successful applicant is unqualified)

Minimum 2 seasons of Camp Experience

Age 20 Minimum

Female Head Cabin Leader and Male Head Cabin Leader

(May 15—August 25)

****includes mandatory pre-camp Discipleship Program - see page 2**

Head Cabin Leaders are responsible for ensuring quality care of our campers by providing effective supervision of the Cabin Leaders. They will participate in all areas of camp in their effort to encourage Cabin Leaders, model appropriate Cabin Leader techniques and provide constructive feedback. Duties include assisting Cabin Leaders with camper discipline, collecting and approving weekly documentation, motivation, arranging breaks/relief, conducting formal evaluations and encouraging spiritual growth. The individuals may lead a 2 week mission trip with a small team of program staff to an assigned location at the end of the summer. Leadership will include discipleship training of the team, program development/implementation and oversight based on the assigned community project.

Minimum two seasons of camp experience.

Age 18 minimum

****Female Head Cabin Leader, Male Head Cabin Leader and some Cabin Leader positions will be engaged in the Discipleship Program in Edmonton prior to the camp season starting.**

Cabin Leader

(May 15— August 25 // includes Discipleship Program)

(June 30—August 25 // Camp Employment only)

Cabin Leaders are responsible for the oversight of cabin groups as assigned by the Assistant Program Director (max. 8 campers). Their top priority is the health, happiness and personal development of campers. Duties include encouraging the participation of each camper in all activities, broadening the interests of campers through various activities and actively participating in program options and evening programs. They will guide the spiritual growth of campers and assist in conducting cabin devotions. The individual will participate in a 2 week mission trip with a small team of program staff to an assigned location at the end of the summer. The mission will include discipleship training, follow up of campers and day program activities in a local community setting.

Age 16 minimum

Recreation Director

(May 15—August 25)

****includes mandatory pre-camp Discipleship Program - see page 2**

The Recreation Director is responsible for creating and implementing an innovative summer recreation program including daily recreation options (low ropes, wall climb), camp wide games, crafts, waterfront program, tenting program and the facilitation of evening programs. Applicants should have a knowledge of a wide range of sports and recreation activities and be able to successfully teach skills and games to groups of children.

This individual will lead a 2 week mission trip with a small team of program staff to an assigned location at the end of summer. Leadership will include discipleship training of the team and program development, implementation and oversight based on the assigned community project.

Minimum one season of camp experience.

CUI Level II Challenge Course Practitioner certification preferred (training may be provided)

Age 18 minimum

Lifeguard (2 positions)

(June 26—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

Lifeguards are responsible for the safe operation and maintenance of the pool and all associated equipment and activities. Duties include, but are not limited to, providing lifeguard duties at the pool/waterfront, conducting swimming proficiency testing, enforcing pool/waterfront safety regulations, identifying and carrying out emergency pool/waterfront procedures, planning and carrying out the program activities as required by Assistant Program Director, taking daily water samples to monitor pool chemical levels, determining chemical requirements under the supervision of the Operations Manager and applying required chemicals, testing lifejackets and canoes, enforcing waterfront safety regulations. Other duties, including maintenance of the pool and waterfront equipment, may be assigned from time to time.

National Lifeguard Service (NLS) certification

Alberta Boating License (available online)

Age 16 Minimum

Head Cook

(June 19—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

The Head cook is responsible for: helping plan nutritious menus; preparing meals in a timely manner and for the general functioning of the kitchen and its staff. They will ensure compliance with the Canada Food Guide and all other applicable health regulations. Duties include: ordering, receiving, checking and storing food; supervising kitchen staff; developing and implementing staff training and working schedules. They will assume responsibility for the cleanliness/sanitation of the kitchen area and maintain an inventory of supplies and food. Experience cooking for large groups essential. Previous camp cooking preferred.

Food Safe Certificate
Age 18 minimum

Assistant Cook

(June 30—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

The Assistant Cook will assist the Head Cook in preparing meals according to the menus provided. Duties include: receiving, checking and storing food orders; ensuring the constant cleanliness/sanitation of the kitchen area; help maintain an inventory of supplies and food.

Food Safe Certificate
Age 18 minimum

Third Cook

(June 30—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

The Third Cook will assist the Head Cook/Assistant Cook in preparing meals according to the menus provided. Duties include assisting in: receiving, checking and storing food orders; the constant cleanliness/sanitation of the kitchen area; and help maintain an inventory of supplies and food. The Third cook will supervise the work of kitchen staff and also perform other kitchen and dining hall duties as required.

Food Safe Certificate
Age 18 minimum

Kitchen Staff

(June 30—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

Kitchen Staff are responsible for the efficient running of the camp kitchen by completing kitchen/dining hall jobs as assigned by the Third Cook under the direction of the Head Cook. Duties include: food preparation; set up of tables and chairs; serve meals and snacks efficiently and courteously; remove waste; operate dishwasher; wash dishes and pots, wash tables, chairs and floors; sweep kitchen, pantry and serving areas as assigned. They will work with the Third Cook to ensure the atmosphere in the kitchen and dining hall is a warm, welcoming, atmosphere for all campers and staff. They will assist in organizing and implementing activities for camp staff, as assigned by the Hospitality Manager.

Age 15 minimum

Hospitality

(June 30—September 1)

***this position can include the Discipleship Program starting May 15, 2017**

Hospitality staff are responsible for the daily cleanliness and organization of camp facilities. Duties include: cleaning and restocking of washrooms and janitorial rooms; assisting with rentals, RV sites and campsites, and assisting with operation and control of the canteen. Applicants will also work with maintenance team to ensure the maintenance and cleanliness of all camp property and assist the Hospitality Manager as needed.

Age 15 minimum

Maintenance

(May 1—August 25)

***this position can include the Discipleship Program starting May 15, 2017**

Assist the Operations Manager in organizing maintenance work. Duties include, but are not limited to, maintaining proper appearance of the camp and ensuring proper operation of camp facilities through lawn maintenance, minor repairs to equipment and buildings, preparing campfires, painting, developing and maintaining hiking trails, pest control/removal, occasional housekeeping duties (clean floors, sinks, toilets), picking up garbage and recycle materials. Other duties will be assigned as required. Some weekend work may be required, with days off in the week

Experience using/maintaining small gas & electrical equipment

Valid Driver's License & clean drivers abstract

Age 17 Minimum

Get your application in today!

www.pinelakecamp.ca

