

Lutherhill Ministries

Summer Staff Descriptions

Summer Site Director (minimum 21 years old with 2 years camping experience)

This position supervises and oversees community life on site. This position works with the other Summer Directors to make sure that camp runs smoothly. Duties will include managing your peers, providing leadership to campers and staff, and being visible during the camp day. Camping experience is required, as are strong leadership skills. This director must attend Leadership Training as well as Staff Training.

Summer Activities Director (minimum 21 years old with 2 years camping experience)

This position supervises the entire staff, specifically the Arts and Crafts Director, Lifeguards, Store Manager, and Camphands. This position works with the other Summer Directors to make sure that camp runs smoothly. Duties will include managing your peers, providing leadership to campers and staff, and overseeing our ropes course and our outcamp area (which includes overnights for cabins and open fire cooking). Camping experience is required, as are strong leadership skills. This director must attend Leadership Training as well as Staff Training.

Summer Travel Director (minimum 21 years old and 2 years camping experience)

This director is responsible for the supervision of all the travel programs and providing guidance to the interns. This position works with the other Summer Directors to make sure that camp runs smoothly. The majority of travel programs are day camps for churches in the Texas Louisiana Gulf Coast Synod, consisting of 3-4 staff members for each day camp. The Summer Travel Director manages the staff for each team as well as the day camp arrangements for each church and team. Along with Day Camps there are three trips (Colorado, Beach and New Orleans Servant) that this position oversees. Camping experience is required, as are strong leadership skills. This director must attend Leadership Training as well as Staff Training.

High School Leadership Coordinators- one male, one female (minimum 20 years old with 2 years camping experience)

These coordinators serve as counselors to older high school students in our Lutheran Youth Leadership Program (LYLE) programs. The LYLE program is a great experience for high school students to learn about leadership and how camp works through training, Bible studies and participation in camp life. Camping experience is required, as are strong leadership skills. These coordinators must attend Leadership and Staff Training.

Counselor (minimum 18 years old)

Counselors have the most individual contact with the campers, living in cabins with up to 10 campers to help them with all camp activities while onsite. You will have the chance to participate in our onsite and offsite programs. Counselors act as advisors, facilitators, and mentors to the campers, helping them plan and enjoy their week of camp. Other duties include leading bible study, high and low ropes, and just plain fun. Counselors must attend Staff Training.

Arts and Crafts Coordinator (minimum 18 years old)

This coordinator oversees the arts and crafts area. Duties include teaching creative projects to campers, helping campers with the arts and crafts projects in groups or one-on-one, and assisting with other camp activities such as worships, games, and cabin supervision. This coordinator must attend Staff Training.

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Worship and Music Coordinator (minimum 18 years old)

This coordinator will oversee the worship and music experiences at camp. This position will work with the campers to create meaningful worship experiences and coordinating sing alongs. Other duties include helping with the day to day operations of the camp. This position must attend Staff Training.

Lifeguards (minimum 17 years old and lifeguard certified)

Lifeguards are responsible for the daily activities of our waterfronts (pool, pond) along with general life guarding. Lifeguards also assist with camp activities such as worships, games, and cabin supervision. Waterfront personnel must be mature, responsible persons and possess American Red Cross Lifeguard certification or its equivalent. Lifeguards must attend Staff Training.

Store Manager (minimum 17 years old)

This manager is responsible for operation of the store including sales, inventory, maintenance of all accounts, and cleanliness of both the store and canteen. Duties also include assisting with camp activities such as worships, games, and cabin supervision. The store manager must attend Staff Training.

Media Coordinators (minimum 18 years old)

This position is responsible for capturing in pictures and video what happens during camp each week. Specifically, the media coordinator is in charge of creating a power point presentation each morning of camp and producing an end of the week DVD for campers to purchase. Duties also include assisting with camp activities such as worships, games, and cabin supervision. The media coordinator must attend Staff Training.

Camphands (minimum 17 years old)

These positions help with the day-to-day operations of the camp. Duties include maintenance work, help with the high ropes course, help in outcamp area, living in a cabin and assisting the counselor, and assisting with other activities such as worships, games, and cabin supervision. Camphands must attend Staff Training.

Camp Nurse (Health Care Manager) (minimum 21 years old)

This position is in charge of the health of the entire camp. Duties include distributing medicines, helping campers and staff with minor ailments, organizing and maintaining current records on all campers and medical equipment, and being available during all camp sessions. This position must attend Staff Training.

Waterfront Coordinator (minimum 21 years old and lifeguard experience)

This position is responsible for supervising the daily activities of our waterfronts (pool, pond) along with general life guarding. Lifeguards also assist with camp activities such as worships, games, and cabin supervision. Waterfront personnel must be mature, responsible persons and possess American Red Cross Lifeguard certification or its equivalent. Lifeguards must attend Staff Training.

Kitchen Aid (minimum 17 years old)

This position helps with the day-to-day operations of the camp kitchen. Duties include helping with hospitality and creating a fun atmosphere in the dining hall. Other duties include living in a cabin and assisting the counselor, and assisting with other activities such as worships, games, and cabin supervision. Kitchen Aid must attend Staff Training.

Lutherhill Ministries
Summer Staff Application Form

Mail or Fax completed application to:
Lutherhill Ministries, P.O. Box 99, La Grange, TX 78945
Phone 888-266-4613 Fax 979-249-4032

Personal Information

Name: _____		E Mail: _____	
Current Address: _____		Phone: _____	
City: _____	State: _____	Zip: _____	
Social Security #: _____		Driver's License #: _____	
State: _____			
Parents' Name(s): _____			
Permanent Address: _____		Phone: _____	
City: _____	State: _____	Zip: _____	
Birthday: _____		Age on June 1, 2008: _____	
Check one: <input type="checkbox"/> Male <input type="checkbox"/> Female			
Home Congregation: _____		City: _____	

How did you hear about Lutherhill? _____

Position(s) Desired (See attached Summer Staff Descriptions for list). Please rank in order of preference)

1. _____ 2. _____

Educational Background (Level of education completed after this school year)

<u>School Attended</u>	<u>Dates</u>	<u>Major(s)</u>	<u>Degree(s)</u>

Work Experience (Please use a separate sheet if needed)

<u>Employer</u>	<u>Dates</u>	<u>Position</u>	<u>Responsibilities</u>

If you have attended or worked at any camping organization please list them here.

<u>Camp Name</u>	<u>Years Attended</u>	<u>Director</u>	<u>Camper or Staff?</u>

Skills (What are you good at and interested in?)

Place a "1" by skills in which you hold certification.
Place a "2" by skills that you know well enough to teach others.
Place a "3" by skills that you could do with a group.
Place a "4" by skills that you are interested in.

<input type="checkbox"/> Canoeing	<input type="checkbox"/> Bible Study	<input type="checkbox"/> Swimming	<input type="checkbox"/> Guitar
<input type="checkbox"/> Arts and Crafts	<input type="checkbox"/> Camping Out	<input type="checkbox"/> Story Telling	<input type="checkbox"/> Archery
<input type="checkbox"/> Singing	<input type="checkbox"/> Devotions	<input type="checkbox"/> Field Games	<input type="checkbox"/> Indoor Games
<input type="checkbox"/> Challenge Course	<input type="checkbox"/> Acting/Drama	<input type="checkbox"/> High Ropes	
<input type="checkbox"/> Other (please describe): _____			

If you have any certifications please list them here.

Certification	Training Organization	Date of Expiration

Essay Responses: Please answer on a separate sheet of paper.

- A. Why do you want to work at Lutherhill this summer?
- B. How would you communicate your faith to campers and others?
- C. What are your strengths and how would they positively affect the camp community?
- D. What goals do you have for yourself this summer?

Returning Staff Essay Questions

- A. Why do you want to work at Lutherhill again this summer?
- B. What is the most important thing you learned while at Lutherhill in previous summer(s)?
- C. What goals do you have for yourself this summer?

Please complete the following with your first thoughts. Use only the space provided.

Jesus said...
God is my...
A Servant Leader is...
The Holy Spirit...
Camp is...

References

List three references here. One must be your parish Pastor. The other 2 references should include teachers and work supervisors. Please do not include relatives, college friends, or roommates. Lutherhill staff cannot be references. Give each reference a copy of the Reference Form included with this packet, and ask them to mail it directly to us at the La Grange address.

Parish Pastor: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Reference: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Reference: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Have you ever been arrested and convicted of a crime involving drugs, sex, or violence?
Yes___ No___ If yes please explain:

When employment requires working in close proximity of children, Texas law provides for the furnishing of conviction records relating to crimes involving drugs, sex and violence. Criminal records will be checked before employment.

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize the investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision, including a criminal background history check.

The applicant understands that neither this document nor any offer of employment for the employer constitutes an employment contract unless a specific document to that effect is executed by the employer and employee in writing.

In the event of employment, I understand that false or misleading information given in my application or interview may result in termination of employment. I also understand that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date

Thank you your interest in working at Lutherhill this summer!

