



## Wisconsin United Methodist Camps Camping Staff Summer Job Posting Lake Lucerne & Pine Lake Camps

Thank you for your interest in becoming a member of the United Methodist Summer Camping Ministry Team. We offer year-round camp and retreat opportunities in Wisconsin, serving youth, adults, families and individuals with special needs. Our guests come from all over the state and other states as well. We provide a setting and program for all ages to immerse themselves in the wonder of God's natural world and in that experience, grow in their faith. A summer at our Wisconsin United Methodist Camps offers the opportunity to gain experiences your future employers' value! They want to hire individuals who can work as part of a team, think on their feet and solve multifaceted problems. Join our summer ministry team; gain these and many other life-skills experiences!

Please feel free to contact me by phone, e-mail or mail if you have any questions.  
Thank you again for your interest in our ministry.

Laura Hutler, Program Director  
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Neshkoro, WI 53964  
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(608) 296-2720

### APPLICATION PROCESS

The 2012 Summer Application packet must be filled out and mailed back to the Program Director at the address above. The three reference forms must be given to individuals who have known you in a supervisory or professional position. Those individuals should mail the reference forms back to Laura Hutler. Applications will be reviewed after receiving your three references. You will be contacted to set up an on-site interview. Applications and Reference forms are available on line at [www.wiumcamps.org/staffapplications.html](http://www.wiumcamps.org/staffapplications.html)

### EMPLOYMENT DATES

Summer staff must be available from June 3, 2012, **through** August 5, 2012 (horse staff through August 11). Some staff may be asked to come earlier or stay later to attend trainings, help provide programs, or prepare camp for summer and fall. Please note on your application if you are interested and may be available during this extended time period.

### COMPENSATION

Summer staff is expected to work six days per week, with a 24 hour period of time off. Starting salary for new applicants will be \$230.00 per week. Returning staff or those positions with certifications that have additional supervisory roles may be eligible for additional compensation. United Methodist Church member staff may be eligible to apply for a college grant at the end of the camping season.

Staff members will be provided with training that will cover health and safety issues, emergency procedures, child abuse issues, hospitality and service training, and program and team building skills. Meals are provided while groups are in camp. Housing is provided for staff members age 18 and older. Most staff members will share a room with another staff member. All staff will assist in general maintenance and housekeeping/cleaning on a weekly basis and as needed.

## Summer Camp Positions for 2012

**PROGRAM COORDINATOR for Event and Guest Groups (Pine Lake & Lucerne):** is responsible for assisting in coordinating all summer Event Director and Guest driven programs at camp. The Program Coordinator will be responsible for facilitating programs and coordinating staff assignments for low ropes, crafts, nature, recreation, and campfire programs for all event/guest camps. Will assist Director and Camp Manager in summer office duties as assigned, help run and maintain the camp store and assist the kitchen staff as needed. Musical skills are a plus. Minimum age 20.

**SPECIAL NEEDS PROGRAM COORDINATOR (Pine Lake):** Must possess a true heart for physically and mentally disabled individuals. Individual will assist Event Directors in providing a safe and valuable Christian camping experience for youth and adults with Special Needs. This individual will also recruit, coordinate and assist in training volunteers for special needs camps at Pine Lake. Must be willing and able to live with and assist campers with daily living skills as needed. Individual will provide spiritual as well as program leadership for special needs campers and volunteer staff. Will assist in other summer program presentation (low ropes, crafts, campfire and recreation) counseling and site projects during weeks when Special Needs Camp is not offered.

**PROGRAM COORDINATOR (Pine Lake & Lucerne):** will assist in managing the Lucerne or Pine Lake staff driven youth camping experience. Provide staff as well as campers with leadership and supervision. Serve as a counselor as needed (see "counselor descriptions"). Assist in coordinating, scheduling staff and presenting programs, worship, devotions led by counseling staff. Insure campers are provided a secure, healthy and spiritually nurturing camping experience.

**PROGRAM COORDINATOR – Horse Camps (Lucerne):** will assist in managing all aspects of the summer horse program. Daily lessons, staff assignments, feeding and care of horses. Previous horse management and lesson presentation experience required. Assist in coordinating, scheduling staff and presenting horse programs, worship, devotions led by counseling staff. Insure campers are provided a safe, healthy and spiritually nurturing horse camp experience.

**WATERFRONT STAFF – (Pine Lake & Lucerne):** The waterfront team is responsible for the total health and safety of the lakeside waterfront area. They are charged with waterfront supervision, guarding, sharing waterfront policy with guests and organizing recreational waterfront programs. Applicants must be WSI or Red Cross Lifeguard certified, with proven ability to work as part of a team.

**WATERFRONT DIRECTOR – (Lucerne):** The waterfront Director must be at least 20 years old and is responsible for the total health and safety of the lakeside waterfront area and its staff. S/he is charged with waterfront staff supervision, assignments and ongoing training, guarding, sharing waterfront policy with guests and organizing recreational waterfront programs. Applicants must be WSI or Red Cross Lifeguard certified, with proven ability to work as team leader.

**COUNSELORS - Horse and General staff camps (Pine Lake & Lucerne):** Should express a true love and appreciation for rustic living in God's great outdoors. The counselor will be a reliable adult who is dedicated to the Christian faith. Must be committed to the health and welfare of campers, be involved in their activities and provide guidance. Counselors should seek to understand the uniqueness of the camping program and through it, strive to use it to draw campers closer to God. Horse camp counselors must be confident in their ability to work with horses and campers. Canoeing, hiking, outdoor cooking and other camping skills are desired. Individuals may work at various sites within the Wisconsin UMC conference camps.

**COUNSELORS - (Special Needs-Pine Lake):** Special Needs counselors must possess a true heart for physically and mentally disabled individuals. Counselors will also assist Event Directors in providing a safe and valuable Christian camping experience for youth and adults with Special Needs. Applicants must be willing and able to assist campers with daily living skills as needed. Provide spiritual as well as program leadership for campers and volunteer staff. Will assist in other summer programs, counseling and site projects during weeks when Special Needs Camp is not offered.

**HOSPITALITY/KITCHEN ASSISTANT - (Pine Lake & Lucerne):** This position requires commitment to food service and hospitality as valuable Christian ministries and the ability to find satisfaction in providing the highest standard of cleanliness and hospitality to guests. The position will be responsible for helping the Food Service Manager prepare, coordinate and clean up after all meals. Minimum age is 18, preferably with experience in food service.

**HEALTH CARE COORDINATOR - (Pine Lake & Lucerne):** This person will manage the health program for all campers. Collect medications and health forms during registration, keep accurate and confidential records, and dispense medication as prescribed, in a sensitive and confidential manner. Administer first aid as needed. Assist in transport of campers to medical facilities as needed. Must have, or be willing to complete the 42-hour First Responder certification course and have a clean driving record.

**PROGRAM ASSISTANT - (Lucerne):** This position will assist the Program Coordinators in all aspects of presenting and organizing programs (low ropes, archery, crafts, and campfires) for campers at Lake Lucerne. S/he will also assist, with guest services (housekeeping, food service, office duties) as needed.

**PROGRAM ASSISTANT NATURALIST - (Pine Lake):** This position will assist be responsible for care and maintenance of Nature center displays and animals. Will prepare and deliver program for groups at camp. S/he will also assist, with other programs and guest services (housekeeping, food service, office duties) as needed.