

Jenness Park Christian Camp

2019 Summer Staff - Job Descriptions



Thank you for your interest in Jenness Park Christian Camp Summer Staff employment! Our mission is to Reach the Lost, Equip the Believer, and Restore His Servants. The Summer Staff are essential to the success of the ministry to all who attend Jenness Park during the summer months. Below are the descriptions of the areas of service this summer.

There are six primary jobs to apply for (Accommodations, Coffee Hut, Food Service, General Store, Guest Services, and Maintenance). With some Primary jobs there is also a secondary assignment (Adventure recreation, Lifeguard/First Aid, and support for the primary areas).

On the application you will choose your first and second choice for your primary area and first and second choice for the secondary assignment. You are encouraged to pray and ask God where He would like you to serve this summer. Once your application and references have been received I will contact you and set up a phone interview.

Primary Jobs

1) Accommodations

Primary Duties

- Remove distractions from the campers so that they might focus on their relationship with God.
- Maintaining a high level of cleanliness and sanitation in all of Jenness Park facilities.
- Set up meeting rooms with chairs and tables as requested.
- Perform general maintenance on facilities providing a safe and suitable environment for camp operations.
- Unplug toilets, use cleaning solutions, clean cabins, clean bathrooms, sweep, haul stuff, rake pine needles, clear debris, paint walls, etc.
- Responsible for “turning over” the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Laundry
- Able to lift 40 pounds.
- Work schedules*: AM shift (6am-3pm), regular shift (8am-5pm) and a PM shift (3pm-12am)
- Other assigned duties

Secondary Assignment Options

- May choose any of the secondary assignments.

2) Coffee Hut

Primary Duties

- Provide campers a friendly Christian environment for fellowship and refreshment in order to make their stay at Jenness Park more enjoyable and memorable.
- Make and serve campers with espressos, smoothies, milkshakes, etc.
- Manage the use of a cash register and be accountable for money.
- Clean and sanitize “Prospectors Lounge” and “Employee’s Lounge” on a regular basis.
- Inventory of products and keep coffee hut stocked with all necessary supplies.
- Weekly “turn over” of Prospectors Lounge and Staff Lounge.
- Able to lift 20 pounds.
- Work schedules*: daily split shift (6am-10am, 1pm-5pm) or (1pm-5pm, 8pm-12am)
- Assist other camp personnel in “turning over” the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Other assigned duties

Secondary Assignment Options

- No Secondary Assignments available with Coffee Hut
- Possibly support other Primary Jobs

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3) Food Services

Primary Duties

- Assist full-time food services personnel in all aspects of the kitchen.
- Preparation of food (salad prep, racking of meat, slicing, dicing etc.).
- Wash dishes.
- Baking (helping prepare scratch rolls, biscuits, cakes, cookies, etc.)
- Service the serving line (keeping food supplied, cleaning, food presentation)
- Cleaning and sanitation of kitchen, dining room, staff dining
- Keep all eating areas clean and appealing
- Clean/Service drink stations (providing ice, cups, drink syrups, CO2, etc).
- Follow all "ServSafe Food Handler" rules – training/certification provided
- "Turnover" the kitchen, eating, and serving areas weekly
- Able to lift 35 pounds.
- Work schedules*: AM shift (5am-2pm), regular shift (8am-5pm) and a PM shift (11am-8pm)
- Assist other camp personnel in "turning over" the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Other assigned duties

Secondary Assignment Options

- No Secondary Assignments available with Food Services.
- Possibly support of other Primary Jobs.

4) General Store

Primary Duties

- Serve our campers with a God honoring retail experience.
- Sell snacks, gifts, etc.
- Manage the use of a cash register and be accountable for money.
- Inventory and restocking of shelves.
- Provide a clean and organized store for the use of campers and conference leaders.
- Clean and keep General Store tidy daily.
- Cleaning and sanitizing those areas that distribute food in the store.
- Lifting Required
- Work schedules*: daily split shift (8am-5pm) or (1pm-5pm, 8pm-12am)
- Assist other camp personnel in "turning over" the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Other assigned duties

Secondary Assignment Options

- No Secondary Assignments available with General Store.
- Possibly support of other Primary Jobs.

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5) Guest Services

Primary Duties

- To serve our guests (campers) to help make their stay at Jenness Park more effective, enjoyable, and memorable.
- Facilitating Team Building and Adventure Recreation. (see details in Adventure Recreation Secondary Assignment for details)
- Leading organized sports and recreation as needed.
- Set up basic Audio/Visual equipment.
- Able to respond to camp and conference leader needs respectfully and professional.
- Provide oversight and maintenance of camp general use areas (free recreation areas such as disc golf, sports field, horse shoes, etc.).
- Welcome/Check-in Guest Groups.
- Answer telephones and general office duties.
- Assist Food Services with food line.
- Able to lift 50 pounds
- Work schedules*: AM shift (7am-4:30pm), regular shift (8am-5pm) and a PM shift (3pm-12am)
- Assist camp personnel in "turning over" the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Handle First Aid calls (All GS Summer Staff are required to have First Aid Certification)
- Other assigned duties

Secondary Assignment Options

- May choose any of the secondary assignments.
- Possibly support of other Primary Jobs.

6) Maintenance

Primary Duties

- Perform maintenance on grounds and facilities to provide a safe and suitable environment for camp operations.
- Assisting in construction projects
- Splitting and stacking firewood for full time camp residents (this is primary duty)
- Lifting will be required.
- Work schedules*: regular shift (8am-5pm)
- Assist camp personnel in "turning over" the camp. (Picking up trash, cleaning cabins, cleaning toilets, vacuuming cabins, cleaning meeting rooms, etc.)
- Other assigned duties

Secondary Assignment Options

- May choose any of the secondary assignments.
- Possibly support of other Primary Jobs.

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Secondary Assignments

1) Adventure Recreation

- To provide campers with secure recreational activities throughout their stay at Jenness Park.
- Supervise adventure recreation, (team building, zip line, climbing wall, paintball etc.) *Training will be provided by the Recreation Coordinator and other certified personnel*

2) Lifeguard/ First Aid (current certification required)

- To provide campers life-guard supervision at waterfront, paddle boats, and kayaks.
- Provide first-aid when needed
- Sign, sort, scan medical forms
- Regular and deep cleaning the nurse's station

3) Coffee Hut

- Provide campers a friendly Christian environment for fellowship and refreshment in order to make their stay at Jenness Park more enjoyable and memorable.
- See Coffee Hut under Primary Jobs for more detail

4) General Store

- Serve our campers with a God honoring retail experience.
- See General Store under Primary Jobs for more detail

We are praying that God will lead students to His camp. Students that are faithful, available and teachable. Working at Jenness Park is very rewarding as we see God working through us and around us to change lives. It's exciting to have a part in that, but the demands of camp ministry are high.

At Jenness Park our mission is Reach the Lost, Equip Believers and Restore His Servants. Sometimes this requires long hours, intense effort and spiritual focus in difficult situations. There will be times when God will stretch our staff. There will be times when you will long for rest or solitude.

The rewards for our labors are rich. In camp ministry we so often get to see the results of our ministry as campers make significant decisions to trust Christ as Savior and Lord, to recommit to a close walk with Him or, to serve God in "full-time" ministry. In addition our staff will develop friendships that will last a lifetime. We will pray together and play together; we'll worship together and laugh together, we will carry burdens for one another and rejoice together.

If God is leading you to join Him in His work at Jenness Park Christian Camp, please complete the application and arrange for reference forms to be sent to Jenness Park. If you have questions feel free to email or call me.

Hoping to see you at Jenness Park this summer!

Bob Veach

Guest Services Manager
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