



CREW LEADER

Job Description

MINIMUM REQUIREMENTS

- Personal relationship with Jesus Christ
- A lifestyle conducive to spiritual growth and conformity to the image of Christ
- Ability to supervise high-school students
- Ability to work well with others
- Desire to work in camp setting
- Ability to lead Bible Study

RESPONSIBLE TO: L.E.A.D.(s), Camp Director, Program Director

GENERAL RESPONSIBILITIES

To oversee the work crew in maintaining the cleanliness of the camp facilities, nurture their spiritual walk, while working in accordance with the purpose of Trout Creek Bible Camp

SPECIFIC RESPONSIBILITIES

- Participate in Leadership Staff Training.
- Get to know each crew member, and attempt to spend time with them on a weekly basis, or as needs arise.
- Work with Co-Crew Leader to prepare and lead regular crew Bible Studies
- Work with the Co-Crew Leader in order to maintain cleanliness in all the buildings, and around the camp grounds.
- Complete formal evaluation of the performance of each crew member after summer session
- Supervise the setting up and cleaning up of the Dining Hall, in conjunction with the cooks, so that each meal is pleasant for our guests.
- Inform the Food Service Director when cleaning supplies or paper products are low.
- Supervise the cleaning and stocking of the bathrooms.
- Learn crew responsibilities and train crew members in the jobs they will be performing

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SPECIFIC RESPONSIBILITIES *(continued)*

- Develop and implement a daily work schedule for each position and see that all jobs are completed. Some jobs are broken down between guys and girls crew:
 - Guys Crew:
 - Work with the Go Kart Lead/Program Director on a schedule for assisting go karts.
 - See that the pots & pans run smoothly and are clean at all times.
 - See that all wood piles are stocked by informing the Facilities Manager if more is needed. See that the garbage cans in the buildings and around the camp grounds are emptied and cleaned as necessary.
 - See that the back dock is kept tidy and orderly.
 - See that the fire is lit for Fireside, and other programmed activities, and the fire is in control before you go to bed.
 - Girls Crew:
 - See that the dish room runs smoothly and is clean at all times.
 - See that all laundry is done properly and returned to each owner.
 - See that the store runs smoothly and is stocked and if anything is getting low let the Store Manager know.
 - Take care of the weekly lost and found; wash and store by item. See that the room is kept neat and tidy.
- Work with the crew boys and girls on special projects as requested by the Camp Director or Facilities Manager.
- Encourage each Crew member to take part in program activities during the evening competition, fireside, etc.
- When time allows, plan special activities for a "crew only" evening, subject to approval of the L.E.A.D.(s) and Camp Director.
- Follow & enforce all staff rules and regulations (The Law/Child Protection Plan/Social Media Policy) and work with L.E.A.D.(s) and Camp Director to implement consequences when appropriate.
- Other responsibilities may be assigned as required, and some responsibilities may be reassigned.