

Baptist Hill Assembly Christian Camp & Retreat Facility

www.baptisthillassembly.com

Summer Staff Job Description

Mission Statement: To win hearts for Christ, disciple Believers, and train Servants for God's Kingdom.

Position Purpose: The main purpose and goal is to provide service to all guests who enter the gates of Baptist Hill. By providing these primary housekeeping needs for our guests we allow them the opportunity to experience God at the fullest.

Each Summer Staff should be prepared physically, mentally, and emotionally for each camp group that comes to Baptist Hill. Summer Staff should embody patience, flexibility, initiative, motivation, ability to multi-task among other valuable qualities.

Spiritually, Summer Staff should embrace the spirit of serving others as if they are serving our Lord. Summer Staff should have a spirit of maturity as a Christian seeking to honor God and should possess a Christ-like attitude to be an example to guests and other summer staff.

Main Summer Staff Duties: We exist because of and for the guests who come to Baptist Hill. Summer Staff is here to serve those guests selflessly, kindly and with courtesy. All tasks assigned should be done in a positive and respectful attitude toward others.

1. **Lifeguarding** – Each Summer Staff must be Lifeguard and First-Aid/CPR certified to be employed as a Summer Staff with Baptist Hill. Baptist Hill will assist with obtaining the certification necessary for this position.
2. **Housekeeping** – After each camp group leaves Baptist Hill Summer Staff will be responsible for cleaning each cabin to specifications in preparation for the next group. This includes, but is not limited to, sweeping, vacuuming, dusting, moping, emptying trash cans, sanitizing bath areas (toilets, showers, sinks, mirrors), restocking paper goods, cleaning windows and glass doors, etc.
3. **Maintenance** – Summer Staff may be asked to perform light maintenance duties such as changing a light bulb, replacing batteries, plunging a stopped toilet, hauling trash to dumpster, etc.
4. **In the Dining Hall** – Summer Staff will be required to wash dishes after the meals each day while a camp group is here. Summer Staff will be instructed on the procedure and how to operate the dishwashing machine. Summer Staff will be required to empty trash containers in the dining hall, wipe down tables and chairs, and clean the floors at the end of each meal while a camp group is here.
5. **Canteen** – Summer Staff will be assigned shifts to work in the Canteen to distribute drinks and food items as requested by campers when they visit the Canteen. Summer Staff must keep an accurate count of the items given to campers and the cost of each item. Summer Staff may be required to handle money during this time so they must possess skills in counting and handling money correctly and accurately. Summer Staff will be required to restock the items as needed at the end of each canteen group.
6. **Spiritual Devotion** – As a part of the ministry of Baptist Hill, Summer Staff will be asked to take part in a daily morning devotion as a group. Baptist Hill encourages all staff to have a personal daily quiet time to be alone with the Lord so each can grow in Him. Baptist Hill also encourages Summer Staff to attend the worship services of the visiting groups when they do not interfere with assigned job duties. Summer Staff are encouraged to attend and participate in Sunday Worship service at a local church when it does not interfere with assigned job duties.

*****This Job Description does not state or imply that the duties described herein are the only duties and/or responsibilities that may be assigned to or expected of the position, "Summer Staff". Employees holding this position of Summer Staff will be required to perform any other job-related duties as requested by management.***