



# CAMP MICHIGAMME

## Summer Support Staff

### Detailed Job Description



#### Primary Functions:

- Assist Head Cook with food prep, serving, storage, rotation, kitchen sanitation duties, and dishwashing, as assigned.
- Assist Head Lifeguard at the waterfront with associated guarding responsibilities for various programs including: swimming, boating, kayaking, canoeing, fishing, etc. as assigned
- Assist Facilities Manager with daily and weekly maintenance tasks as assigned
- Other duties as assigned such as assisting with program activities

**Supervisor(s):** Overall – Camp Director and in each area, Head Cook, Head Lifeguard, and Facilities Manager

#### Qualifications:

- Must be at least 18 years old
- Desired current lifeguard and professional rescuer CPR certifications or the ability to become a certified lifeguard through the Camp Michigamme ARC lifeguard training prior to staff training. (Training is free if you pass and serve the 2018 season at Camp Michigamme)
- Must be willing live and work harmoniously in a community team environment, and be responsible and practice good safety procedures at all times.
- Ability to accept guidance and supervision and learn to do tasks as assigned
- Enthusiastic, self-driven, organized, and patient
- Must pass a pre-employment background check
- Be able to commit to the summer season (June 7<sup>th</sup> - Aug 4<sup>th</sup>)
- Beliefs and lifestyle consistent with United Methodist Church values

#### Salary and Other Benefits:

Room and board are provided for all summer staff members in a community living environment as a benefit to their position. In addition to room and board, a weekly salary will be awarded based on a 6 day work week with 2 personal hours off each day and 24 hours off each week. The weekly salary will be decided by the CD, DOE.

#### Primary Responsibilities:

- Be a positive, friendly 'Christian servant' to all our campers, guests, volunteers and fellow staff.
- Perform duties as assigned in each area (food service, waterfront, maintenance, program)
  - Food Service includes, not limited to: meal preparation, serving during the meal, clean up after the meal including dishes, kitchen equipment and surfaces, proper food storage, and dining hall space, tables and chairs.
  - Waterfront includes, not limited to: lifeguarding aquatic activities like swimming, boating & fishing. Help maintain a clean & safe waterfront & inspect equipment prior to each use.
  - Maintenance includes but is not limited to: Trash removal around camp, restroom and shower house cleaning and inspections, grounds work such as debris removal, gardening, lawn mowing, weed whacking.
- Help identify safety concerns and bring them to the attention of the appropriate supervisor

#### Notes:

It is not a requirement that you work in all three areas (food service, waterfront/program, facilities), but it is desired that you are willing and able to perform two out of three. Daily responsibilities vary based on need but a tentative weekly schedule will be created to provide a frame work for each day. All positions at camp are designed to work together and help in other areas on occasion.

All positions at Camp Michigamme are "at will" positions. This means employment can be terminated at any time for any reason by the employer or the employee.

There are opportunities to work prior to June 7<sup>th</sup> and after Aug 4<sup>th</sup> if you are available.

Contact Erica Thomas, Camp Director at [director@campmichigamme.org](mailto:director@campmichigamme.org) or call 805-710-4752 for more information. Applications can be found at [www.campmichigamme.org](http://www.campmichigamme.org) under the Employment tab.