JOB DESCRIPTION

JOB TITLE:	**LLYC Intern**
DEPARTMENT:	LLYC
REPORTS TO:	LLYC Director
EFFECTIVE DATE:	September 8th 2020 – August 7th 2021
CLASSIFICATION:	Salaried, Exempt

POSITION SUMMARY:
The LLYC Intern position helps young leaders envision their entire lives as a response to God's calling, and work toward the renewal of society. It aims to provide recent graduates with a holistic experience that encourages them to bring their faith to bear on all areas of their life. The intern program is a 12-month learning community for emerging leaders. The goal is to help them to learn where God is leading them in Christian discipleship and to follow this throughout their life's work. This program will equip young leaders to discern and pursue their vocation from the perspective of faith and to engage strategically the culture of the 21st century.

PROGRAM MISSION: Laity Lodge Youth Camp (LLYC) is an interdenominational Christian youth camp designed to provide summer youth campers with the best two weeks of their lives in a safe, learning environment in which campers' faith in God is nourished and enhanced.

ORGANIZATIONAL VALUES: Rooted in our Christian faith, daily work reflects the Values of Hospitality, Stewardship, Unity, and Excellence.

ESSENTIAL FUNCTIONS:

- Personal and Professional Development
    - Be committed to learning about yourself, your vocation, and the integration of your faith in all areas of your life.
    - Anticipate professional growth in leadership alongside spiritual growth and character development.
    - Attend strategic conferences and/or other learning opportunities to further

knowledge of camping ministry and understanding of vocational ministry.

- Summer Prep and Leadership
    - Participate in the planning, creative brainstorming, and preparation for the summer camping season.
    - Help coordinate, purchase, and maintain equipment and program materials.
    - Assist directors during Work Week and Staff Week in getting camp ready for the summer camping season.
    - Serve in a central staff leadership role over the duration of the summer, being available for campers and staff in that specific role.
    - Offer consistent leadership throughout the summer so that staff needs, camp operations, and campers are well taken care of.

- Staff Recruiting, Training, and Retention
    - Help to recruit, interview, and hire the LLYC summer staff.
    - Assist LLYC directors in training staff and in developing new ways to train staff to facilitate camp more efficiently and effectively.
    - Assist LLYC directors in the discipleship and nurturing of summer staff. This includes trips to college campuses for staff gatherings and intentional meetings with students in the off-season.
    - Plan events at and trips to college campuses for relationship building and recruiting former and prospective summer staff.

Qualifications:

- High School diploma required; bachelor's degree preferred
- Experience which supports the ability to participate in a leadership development program.
- Experience in camping program leadership preferred.

Competencies:

- Dependable
- Strong initiative
- Displays original thinking and creativity
- Creative thinking and problem-solving skills
- Good communication skills including listening, speaking, and presentation
- Sound judgment and discretion
- Ability to adapt to changes in work environment
- Is consistently at work and on time

Physical Requirements:

- While performing the duties of this job, the employee is regularly required to talk or hear.

- The employee is frequently required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.
- This position requires a high degree of physical and mental demands on each occasion that they train and lead staff or facilitate activities with campers.
- The employee may occasionally lift and/or move items up to 25 pounds

Work Environment:

- Working conditions will vary and include being in an outdoor environment.
- Requires relocation to the Canyon during summer months.
- This position is required to serve the program per scheduled operations, which involves the summer and other extended periods.
- This role routinely uses standard office equipment such as computers, phones, multi-function printers, and filing cabinets

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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Employee Signature Date

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Manager Signature Date

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