



## **CERAMICS ASSISTANT**

<b>LEADERSHIP LEVEL</b>	Mentorship Team (Level 2)
<b>SUPERVISOR</b>	Ceramics Instructor
<b>POSITION TYPE</b>	Paid 8 weeks @ minimum wage (40 hours/week)

### **Position Overview**

The Ceramics Assistant supports the Ceramics Instructor to ensure the ceramics program is run with excellence. This position will help support the Ceramics Instructor over the course of the summer in preparing for ceramics activities, running ceramics workshops, preparing items to be fired and running the kiln.

### **General Responsibilities**

- Models a Christ-like life and servanthood in relationships and attitudes towards campers, staff and camp responsibilities.
- Must attend staff training.
- Adheres to the rules and regulations of the camp.
- As a part of the Program Leader team, be an example to the rest of the summer staff.
- Attends and participates in summer staff meetings.
- Attends and participates in Program Team meetings. Attends chapel and fireside.
- Participates in the weekly deep clean of campus at the end of each week of camp
- Serves as a Concierge for a Family during each week of Family Camp
- Serves as a Cabin Leader during Kids and Teen Camp
- Sets up for all ceramics activities
- Responsible for helping to run ceramics workshops

- Helps to clean up ceramics activities and run the kiln
- Interacts with campers throughout the day.
- Other tasks, as directed by the Ceramics Instructor

## **Qualifications**

- Must have been regularly involved in ministry within their local church or para-church ministry within the last 2 years.
- Must be a mature follower of Christ and actively pursuing a deepening relationship with God.
- Must exhibit a servant heart and positive attitude.
- Strong work ethic.
- Proven creativity in the area of ceramics and art
- Excellent organization skills.
- Good interpersonal and relational skills
- Excellent communication skills.
- Able to work with tight deadlines with ability to multi-task and troubleshoot.
- Able to exercise discernment and good judgment.
- Can work independently.
- Understand and abide by the policies and procedures of Green Bay Bible Camp.

## **Staff Core Values**

We value that we are part of God's work and there is a spiritual dimension to our job and responsibilities.

- a) We will commit to nurturing a personal relationship with the Lord.
- b) We will exemplify a positive and self-sacrificing attitude in fulfilling Responsibilities.
- c) We will look for ways to be involved with promoting spiritual growth in fellow staff, volunteers and others using the camp.

We value that we are part of a team.

- a) We recognize that God has given each member different gifts and strengths. While each member has specific responsibilities, we look for ways to help each other and fill in the gaps where needed. Our goal is to help each other succeed.

We value an atmosphere where confidences are kept and there is a mutual respect for one another.

- a) We will value one another's opinions and perspectives even when there might be a disagreement.
- b) We will express ourselves even if one's view differs from that of other staff members and encourage and make it comfortable for others to do the same.
- c) We will refrain from talking about other staff members behind their backs.
- d) We will respect the confidentiality of information on sensitive issues.

*NOTE: This job description is not intended to be all-inclusive. Employees may perform other related duties as negotiated to meet the ongoing needs of the organization.*