



HIGH SCHOOL MINISTRY COORDINATOR

LEADERSHIP LEVEL	Program Team (Level 3)
SUPERVISOR	Discipleship Directors & Leadership Manager
POSITION TYPE	Paid 11 weeks @ Minimum Wage (40 hrs/week)

Position Overview

The High School Ministry Coordinator will organize, plan and oversee the Youth Program. They will be responsible for running the high school programming, and will work with the Middle School Ministry Coordinator to ensure all Middle school programming is run with thoughtfulness and creativity. Responsible for creating a fun, creative, Christ-focused program for students in grades 7-12.

Responsibilities:

- Provide spiritual leadership to all high school students who attend family camps as well as summer staff.
- Models a Christ-like spirit and servanthood in relationships and attitudes towards campers, staff and camp responsibilities.
- Create a fun, relationship, community building biblically focused program for youth each week.
- Work with the Middle School Ministries Coordinator to ensure programs are coherent and meaningful
- Make families aware of the program and events and how they can be involved.
- Create fun, relationship building events for teenagers to attend.
- Be an advocate for the youth ministry for teens and pre-teens.
- Participate and equip the youth mentorship team.
- Trouble-shoot any problems pertaining to the youth programs.

- Make any purchase and coordinate any props and preparation necessary for the successful running of the Youth Program.
- Communicate with and set up partnerships with any external businesses to help with activities and events.
- Attend and participate in summer staff meetings.
- Must attend staff training prior to the start of summer camps.
- Participate in weekly Campus Clean Up at the end of each camp session.
- Serves as a Concierge to a Family each week of Family Camp
- Serves as a Cabin Leader during Kids Camp and Teen Camp
- Hold the vision and values of Green Bay Bible Camp High.
- Responsible for developing and preparing the youth room and/or youth designated area of campus for events and teaching.
- Keep communication lines open with Program, Bible X, worship and Events and Activities teams throughout the summer, ensuring excellent teenage-centered programming.
- Be familiar with Green Bay Bible Camp policies, safety and fire regulations, and uphold the vision and values of Green Bay Bible Camp.

Qualifications:

- Must be a mature follower of Christ and actively pursuing a deepening relationship with God.
- Must exhibit a servant heart and positive attitude.
- Must be a minimum of 19 years of age.
- Has had a minimum of 1 year previous leadership.
- Must love youth and have a desire to see them grow in their relationship with God.
- Creativity in designing and implementing activities and events that are age appropriate.
- Be able to work independently and exercise good judgment.
- Be a team player.
- Have good communication skills.
- Have good interpersonal skills.
- Must be comfortable speaking in front of people-both students and adults.
- Be comfortable leading activities.
- Have strong organizational skills.
- Be able to develop and lead a team.
- Is committed to developing others and seeing them grow in their gifts and abilities.
- Is relational, approachable, and able to problem-solve.

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.