
ROLE DESCRIPTION:**WIDJIITWIN SALT LEAD**

Term:	Seasonal: Spring & Summer
Reports to:	Becky Cripps, Widjiitwin Program Director
Enrollment Level:	Lead

Role Description:

Working with the Widjiitwin SALT Coordinator, organize, schedule and implement a 4 week SALT (Skills and Leadership Training) program and a 2 week LITE (Leaders in Training Experience) program in partnership with the Immerse leaders. Teach various activities and communicate to SALT & LITE staff the importance of operating within the camp philosophies, rules, guidelines and policies. Manage and organize all out trips and service days. Support the Widjiitwin SALT Coordinator in leadership and supervision of all SALT & LITE Cabin Leaders and SALT & LITE Campers.

Accountabilities:

- Set an example of servant leadership amongst the Widjiitwin staff team
- Working with the SALT Coordinator, organize, schedule and implement 1 4-week SALT program and 1 2-week LITE program
- Working with the SALT Coordinator, organize all out trips & service days
- Communicate to SALT & LITE staff the importance of operating within the camp philosophies, rules, guidelines and policies.
- Support the SALT Coordinator in leadership and supervision of SALT & LITE cabin leaders and SALT & LITE campers
- Assist with SALT Cabin Leading
- Teach canoeing, swimming and rock climbing (ORCKA cert. required, lifeguard certification required, and climbing certification, will train)
- Spiritual leadership within the Widjiitwin program
- Widjiitwin SALT & LITE staff feel equipped and supported in their roles and the daily activity schedules
- Managing with excellence the day to day programming of the Widjiitwin SALT & LITE program
- SALT & LITE activities, out trips and service opportunities are well organized and work towards building servant leadership skills within the campers
- Service with Excellence Every Time (S.W.E.E.T.)
- MBC Team player
- Compliance with all relevant government regulations, the MBC Child and Youth Protection Policy and Staff Handbook policies and procedures
- Occupational Health & Safety Policy: be aware of your responsibilities and act accordingly.
- Assist with various MBC leadership roles such as duty manager, promotion/PR opportunities, etc.

Qualifications:

- Strong personal spiritual vitality and commitment to Jesus Christ
- 2+ years working with youth, camp ministry, etc.
- Excellent organizational skills
- Adept at technology
- Team player with strong initiative
- Leadership – planning, oversight of programming, etc.

Additional Requirements:

- Mature in Conduct; Professional in communication, conduct and appearance; Problem Solver; Camper Focused;
- Quick on feet, quick responding and can handle crises.

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- Able to liaison effectively with guests and program participants;
- A heart for influencing youth & young adults to be passionate followers of Jesus Christ.
- Active participation in a local church body
- Comply with the requirements of the Occupational Health and Safety Policy by being aware of your responsibilities and act accordingly; working in the safest possible manner,
- Maintain safe and clean facilities environment by developing, enforcing and complying with procedures, rules and regulations
- Be a connected member of the MBC staff team, supporting all departments as team members, extending grace and responding with respect.
- Adherence to the MBC Statement of Faith

Working Conditions:

- Working in a Christian service ministry requires a high standard of personal integrity and lifestyle. Each staff member working at MBC will be expected to adhere to the Code of Conduct as described in the Staff Manual. All staff members are expected to share in the vision and ministry of MBC and Camp Widjiitiwin regardless of their role or position.
- You can expect to work 6 days per week
- You can expect to work 12+ hour days during camp weeks and to be on call 24/7 days a week for camp partnership weeks

Spring Crew Service Roles – LEAD & CORE

During the Spring (May & June) all Lead and CORE Spring Crew staff will assist in other departments to help prepare MBC for the arrival of our summer guests. Lead & Core staff may be asked to do any or all of the following roles. Program staff will be given scheduled work time to plan for summer activities under the leadership of their department heads.

- **Maintenance:** A major part of Muskoka Bible Centre's responsibilities is to maintain our God given property and facilities, ensuring readiness for the spring and summer seasons. Expect hard work and fulfillment as you prepare the grounds and facilities for ministry.
- **Housekeeping:** Helping the Housekeeping department prepare for and clean up after retreat groups includes tasks such as cleaning guest accommodations, setting up meeting rooms, cleaning washrooms and taking out the trash! Housekeeping plays an integral role in the delivery of great ministry.
- **Food Services:** Our kitchen will be hopping in May and June with retreat groups during this busy season. Many of the students will serve in the Dining Room and on the Dish Crew alongside our full-time food service staff. We are known for our food and our warm & hospitable Dining Room service.
- **Front Office and Campground Office:** CORE staff hired for these positions will spend most of their spring crew work hours in their department.
- **A/V:** CORE Staff will spend part of their time in their departments assisting retreat groups with A/V needs, and other hours will be in Maintenance/Dining Room/Housekeeping.
- **Recreation:** CORE Recreation staff will spend most of their spring crew work in their department preparing for the summer and assisting with retreat group needs.
- **Widjiitiwin:** Lead staff hired for these positions will spend most of their spring crew work hours in their department.

Outside of regular work hours, Spring Crew may be tasked with additional opportunities to lead spiritual growth activities.