

HIGH ROPES COORDINATOR JOB DESCRIPTION FOR LAKEVIEW VILLAGES

Required Qualifications

1. Minimum age - 18 years old and completed one year in a post-secondary educational program.
2. Dedicated Christian who is willing to share their faith in Christ with others.
3. Desire and ability to work with children outdoors.
4. Ability to lead and supervise peers as well as campers.
5. As a representative of Lakeview Ministries, agrees to demonstrate a lifestyle and teach Christian doctrine in accordance with the beliefs of the Lutheran Church-Missouri Synod.

Desired Qualifications

1. Member in good standing of the Lutheran Church-Missouri Synod.
2. Possess the ability to lead others in group activities, especially leading devotional and recreational activities.
3. Willingness to experience outdoor living and to teach/learn new skills.
4. Experience in high ropes and challenge course facilitation.
5. Ability to accept supervision and guidance.
6. Possess imagination, a sense of humor, patience, conviction, sincerity, enthusiasm, initiative, self-control, adaptability, willingness to learn, integrity, ingenuity, a sense of spiritual direction, and the presence of God in his/her life.

To Whom Responsible

1. The Executive Director and Program Director in terms of application and employment, training and work assignments, as well as personnel policies and practices.
2. The Program Directors in all areas relative to program activities, inter-staff responsibilities, and regular or special work duties.

General Responsibilities

1. Facilitate experiential learning and training for staff in processing experiences with campers.
2. A total commitment for the term of employment.
3. Provide personal guidance to campers, counselors, and other staff.
4. Exert positive Christian influence with campers and staff at all times.
5. Understand, interpret, and maintain the camp's standards and policies, especially in the absence of the executive or program director.
6. Possess an attitude and actions which continually reflect that Christ lives within you and that you view your position as an opportunity to be in His service.

Specific Responsibilities

1. Assist the Program Director in upholding all personnel policies, bringing any infractions or major staff concerns to the Director's attention.
2. Relay all necessary information to the Assistant Program Director from campers and counselors.
3. Complete training (provided by Lakeview Ministries) in ropes course facilitation, setup, inspection, and rescue during staff training.
4. Be responsible for the facilitation of Experiential Learning activities, i.e. group building, low ropes challenge course, and high ropes challenge course (mostly for youth campers but partially for outside groups as necessary).
5. Clean and maintain all ropes course equipment.
6. Inspect low and high ropes course elements and equipment daily before use. Report any damaged or questionable equipment to Course Manager for further inspection.
7. Lead a half-day, off-site, mountain bike trip once a week in the Hoosier National Forest.
8. Assist in the cleaning and maintenance of camp mountain bikes.
9. Assist the Assistant Program Director in being responsible for the planning, coordination, leadership, and success of all evening activities.
10. With other staff, help prepare for cabin activities, cookouts, and campouts. Promote and encourage a variety of activities, especially those that are unique to the camp experience.
11. Assist the office staff in printing out incoming camper e-mails and delivering them to the campers at meals or canteen.
12. Hunt for new games, group building initiatives, nature lessons, and programs. Record and file.
13. Fill in for counselors who need to take time away from their normal program duties.
14. On occasion lead Bible study and camper devotions.
15. As a team member, assist other staff in any task that will enhance the outdoor ministry of Lakeview Villages.