



# Dean of Men / Women

- Work with the Leadership team in the selection of volunteers and their positions
- Work with the leadership team to help match camper/counselors
- Assist in handling camper and volunteer situations during camp as they arise
- Contact counselors prior to camp and after camp to check in
- Help take care of the volunteers mentally / emotionally/ physically/ spiritually throughout the camp week
- Assist the camp with general duties, activities, and camper care as time allows
- Keep leadership team informed of important camper or volunteer information throughout the camp week
- Pray for Camp



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# Child Specialist

- Must have professional training and credentials that meet licensing requirements.
- Assist camp volunteers and campers through behavior challenges that may arise
- Be a liason to a child's personal counselor or psychiatrist should a major issue arise during the camp week.
- Help create, maintain, and pack the camp sensory room
- Incorporate therapeutic services and ideas such as therapy animals, quiet corners, etc.
- Assist the camp with general duties, activities, and camper care as time allows
- Keep camp leadership informed of any necessary information
- Pray for Camp



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# Camp Nurse

- Must have professional training and credentials that meet licensing requirements.
- Total health care program and record keeping for the camp week.
- Screening incoming campers upon arrival and debriefing caretakers at the end of the camp week.
- Maintaining first aid kits and all necessary medical supplies
- Assist in training if needed
- Assist the camp with general duties, activities, and camper care as time allows
- Keep camp leadership informed of any necessary information
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# Activity Center Coordinator

- Develop 20-25 interesting and creative activities that emphasize “process not product” some of which relate to the theme for the camp week. Ex: Bubble station, fishing, archery, woodworking etc.
- Gather and organize all materials needed for activity centers
- Have centers ready when campers arrive, and keep them in good order all week.
- Communicate with leadership about staffing required for the activity centers.
- Assist in training if needed
- Assist the camp with general duties, activities, and camper care as time allows
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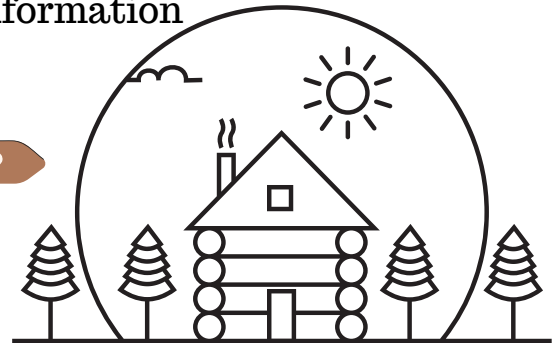


# Curriculum Coordinator

- Coordinates with music director, breakfast club leader, bible teacher and drama director to disperse curriculum materials and make decisions prior to camp week.
- Become thoroughly familiar with all aspects of the curriculum to be used in connection with music, bible teaching, and drama.
- Meets with the drama director, music director, breakfast club teacher and bible teacher to determine their needs, assist in planning, and oversee the completion of tasks prior to the week of camp, and throughout the week of camp.
- Assist the camp with general duties, activities, and camper care as time allows
- Keep camp leadership informed of any necessary information
- Assist in training if needed
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# Bible Teacher

- Receives Bible story materials from curriculum coordinator as well as an overview of the annual camp theme and daily themes.
- Oversees the coordination and production of “chapel” time and works with the music director, drama director, and breakfast club teacher as needed.
- Teaches four or five daily bible lessons using RFKC curriculum and develops creative and engaging ways to teach the daily Bible stories
- Encourage the use of the activity book for the campers throughout the week
- Assist the camp with general duties, activities, and camper care as time allows
- Keep camp leadership informed of any necessary information
- Assist in training if needed
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# Music Director

- Receives RFKC music and dance moves from the curriculum coordinator, as well as an overview of the annual camp theme.
- Memorizes all selected songs and dances and leads the campers and volunteers during song time.
- Incorporate music, songs, or instruments throughout the camp week.
- Learn/ know a few traditional camp style songs. Ex: Hi My Name's Joe, Have You Ever Seen A Penguin Dancing, etc.
- Assist the camp with general duties, activities, and camper care as time allows
- Assist in training if needed
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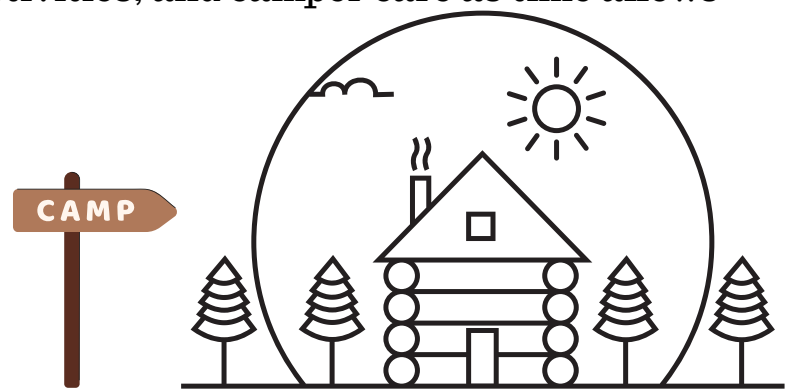


# Drama Director

- Receives drama materials and budget information from curriculum coordinator as well as an overview of the annual camp theme
- Works with curriculum coordinator to select personnel for drama roles. Help recruit volunteers as needed
- Plans daily drama sessions using RFKC curriculum, schedules and oversees drama rehearsals (prior to and during camp), and oversees all set preparations for the daily drama
- Assist the camp with general duties, activities, and camper care as time allows
- Assist in training if needed
- Pray for Camp



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# Theme Team ★

- Receives theme and budget information from the director
- Works with others on the theme team to plan, purchase, make, organize, set up and tear down all theme decorations at camp
- Develops a system to store decorations
- May need to recruit extra help to build, craft or haul theme decorations as needed
- Assist the camp with general duties, activities, and camper care as time allows
- Pray for Camp



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# Camp Coach

- Plan and organized wholesome athletic events during our group games time where everyone is a winner and competition is minimized EX: red light green light, kickball, tug of war
- Organize supplies as needed
- Plan fun water games for our time at the beach each day for any campers or volunteers that may want to participate
- Assist the camp with general duties, activities, and camper care as time allows
- Pray for Camp



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# Camp Photographer

- Capture special moments of the campers throughout the week that will be printed and put in individualized photo albums for each camper at the end of the week
- Develop/ follow a system of organization to ensure each type of picture is captured for each camper.
- Create slideshow to be shown at camper pickup at the end of the week
- Capture pictures that do not identify location or campers to be used for promotional material
- Pray for Camp



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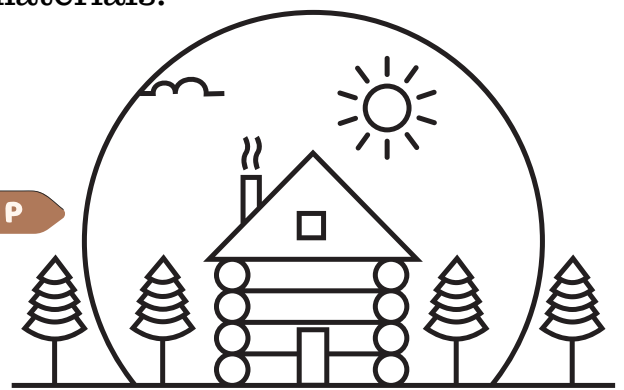


# Camp Videographer/Editor

- Capture video of campers, volunteers, and activities throughout the week. Some video will need to be non identifiable, and some will not.
- Record “interviews” with volunteers throughout the week to capture their experience
- Use video material to make a fun video that we can show the volunteers at the welcome home dinner end of the week
- Use the video material to make a “safe” video that we will show at the welcome home dinner, and also use for promotional materials.
- Pray for Camp



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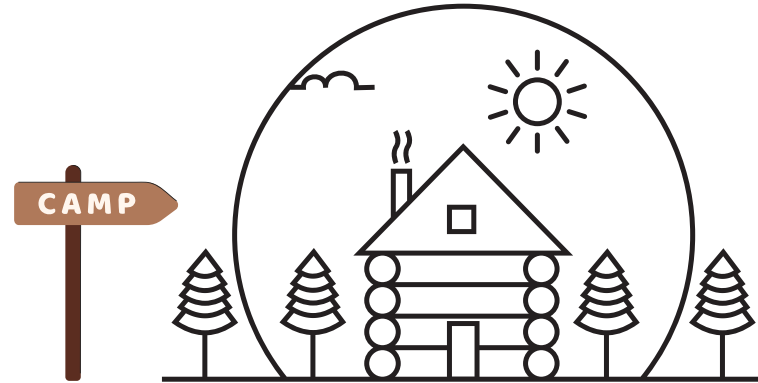


# Camper Helper / Counselor Relief

- Work closely with the counselors to anticipate their need of assistance with the campers.
- Provide relief and 2 deep coverage for counselors as necessary
- Assist the camp with general duties, activities, and camper care as time allows
- Pray for Camp



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# Camp Aunt / Uncle

- Add the dimension of extended family to the camp
- Provide relief and 2 deep coverage for counselors as necessary
- Assist the camp with general duties, activities, and camper care as time allows
- Pray for Camp



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# Camp Counselor

- Take care of 2 campers needs- spiritual, physical, emotional, and social- throughout the camp week
- Become a healing factor in the campers lives through showing them God's love and the fruit of the spirit
- Be fully present with 2 campers all week by participating in all activities, encouraging the campers, and having a great attitude despite possible behavior and environmental challenges
- Pray for 2 campers and teach them God's promises as it is appropriate, but maintain RFK standards and rules regarding religious and spiritual matters.
- Keep camp leadership informed of any necessary information
- Pray for Camp



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# Teen Help

- Minimum age: 16 years
- Work with assigned counselor or cabin throughout the week to help provide a fun and safe environment for our campers
- Be fully present with volunteers and campers all week by participating in all activities, encouraging the campers, and having a great attitude despite possible behavior and environmental challenges
- Assist the camp with general duties, activities, and camper care as time allows
- Pray for Camp



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# Craft Center Coordinator ★

- Prepare 20-25 craft projects for campers to complete while at camp that focus on the process of the craft rather than the outcome
- Gather all materials needed for each craft project, with easy to follow instructions, and organize in a way that is easy to set up and tear down at camp
- Be present in the craft room during activity center time to help campers and volunteers as needed
- Keep the craft room clean and organized, and help campers to retrieve their projects once dried or finished.
- Assist the camp with general duties, activities, and camper care as time allows
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# Registration Coordinator★

- Assist in recruiting registration volunteers from current volunteer group or outside of RFK volunteer group
- Responsible for the planning, set up, and tear down of camper registration
- Make sure all materials, equipment, rooms, snacks, games, etc are ready for campers arrival
- Ideally would also be present for camper check-out on Friday, and would perform the same duties



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# Wood Worker

- Develop/create fun wood working projects or kits for campers to complete that focus on the process of building rather than the outcome of the project
- Prepare all necessary materials prior to coming to camp
- Set up and organize materials as needed
- Help campers and volunteers with the use of tools as they complete their projects
- Keep tools guarded and safe when not in use
- Assist the camp with general duties, activities, and camper care as time allows
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# Fashion Show Team ★

- A group of women that work together in the weeks leading up to camp to plan, set up, and carry out our fashion show
- Purchase size specific dresses for each girl to keep, as well as collecting used gowns and dresses for campers and volunteers them to use for the evening
- Recruit a team of women to help set up supplies and do campers hair
- Gather supplies for each girl to have a goody bag of their own boa, tiara, makeup, etc.
- Include positive affirmations in the supplies or materials and deliver a short message on how our campers are beautiful inside and out because they are made in God's image
- Pray for Camp



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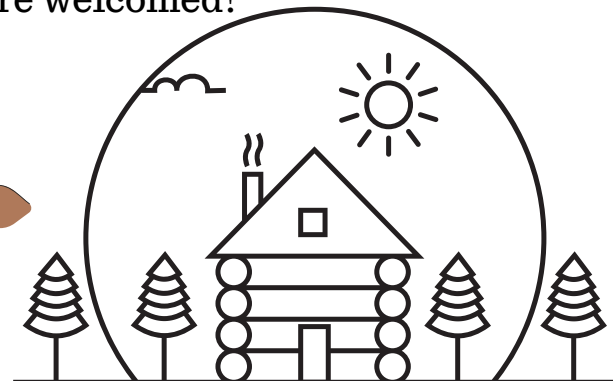


# Guys Night Team ★

- A group of men that plan, organize, and carry out an event for boy campers and the male volunteers
- We don't currently have this event- so all ideas are welcomed!



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# Camper Supplies Team ★

- Communicate with camp director about camper supplies that are needed. Ex: hair brushes, shampoo, toothbrushes, body spray, towels, etc.
- Gather, organize and “package” all of the camper supplies and deliver to either campground or storage unit before camp week



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# Fundraiser ★

- Communicate with camp director about fundraising ideas, plans, and financial needs of the ministry
- Recruit volunteers inside of RFK and outside of RFK to help execute fundraising events such as galas, walkathons, sales, etc.
- Participate in fundraising events by helping with promotion, setting up, etc.
- Help with grant writing for certain RFK needs



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# Friday Tear Down Team ★

- Come to the campground on Friday afternoon and help load all of the camp and volunteer supplies into the trailer
- Encourage volunteers as you see them- they just had a really hard (and probably very hot) week!
- Transport supplies back to the church and the storage unit. Unload volunteer luggage at the church, and unload camp supplies at the storage unit

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# Welcome Home Dinner Team ★

- This team already has a leader- but really needs helpers!
- Help gather supplies, set up, cook food, decorate the tables, and clean up for the welcome home dinner
- Serve the volunteers their drinks, and help them in any other area that is applicable.
- This is our chance to serve the team that just spent all week giving everything they had for our campers!

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