



Job Description: Program Intern

Reports to: Assistant Director

Minimal Qualifications:

- Active Christian faith
- At least one summer's previous experience in a camp setting
- Desire to work in Camp and Retreat Ministry or a similar field
- Comfortable with building Christian Community through teaching, leading, equipping, and supervising others
- Passion and ability to facilitate harmonious relationships and interactions between staff and guests
- Ability to perform potentially strenuous physical activities (facilities and grounds work, camp programming)
- Ability to work well with and support others
- Ability to give and receive constructive criticism in a loving, Christ-like manner
- Critical thinking and problem-solving skills in all types of high-stress and fast-paced situations
- Willingness to support the theological doctrine and practices of the United Methodist Church

General and Specific Responsibilities:

- Assist year-round staff with operation and management of Camp Lake Stephens
- Prep camp for retreat groups
- Act as host to retreat groups while they are on site
- Participate in Facilities and Grounds maintenance
- Plan and facilitate CLS sponsored retreats with Assistant Director
- Plan and prepare for all aspects of Summer Camp with Assistant Director
- Participate in recruitment of summer staff and summer campers
- Maintain an atmosphere of spiritual growth, personal development and safety in camp
- Assist as needed with photography, special events, and videography
- Be ready and willing to lead summer staff who return for weekend retreat work

Other responsibilities may be assigned and the above list may be altered.