



Kauaeranga Valley Christian Camp

Leader in Training (LIT) Position Description

General Information:

Children's Camps are run every school holidays and at each camp we have approximately 50 children and 20 helpers, including leaders and other staff.

Leaders would ideally be committed Christians and are expected to attend 'camp specific' leaders training prior to each camp. This normally commences on either Friday evening after dinner or on Saturday morning and includes an orientation session for new leaders, preparing/learning about new activities and games planned, studying the devotional material that will be used during camp and other preparation needed for camp.

At this point, any children with medical and/or behavioral problems registered to come to camp, will be identified to all leaders. This information is **confidential** and **must not be shared** with any of the campers or other people – it may only be discussed with other leaders or staff where you cannot be overheard, if the necessity arises.

Camp usually starts on Monday at 10.00 am – and finishes on Friday at 12.00 noon.

As leaders, you are invited to join us for a special lunch after the children have left on the last day. This is our way of saying 'Thank You', it is also an opportunity to 'de-brief' about the camp, and discuss what worked, what didn't work and what we can do better. We are always keen to hear your ideas and would love for you to share these with us 😊

Confirmation of times and dates will be advised when your application and acceptance of being a Leader has been confirmed.

What is a Leader in Training (LIT)?

A young person who believes in Jesus Christ and is usually coming to camp as a leader for the first time (with no previous experience), or teenagers aged between 13-15 years old.

Whose authority will you be under?

You will be under the authority of, and answerable to Camp Managers, Coordinators and Senior Leaders.

What will you be responsible for?

- Supporting all Senior and Junior Leaders, Camp Managers, Camp Staff and Coordinators
- Assisting Leaders in being responsible for the children sleeping in your bunkroom at night
- Assisting with the children in your Team for daily activities
- Helping to keep the camp clean and tidy

Expectations

Bedtime:

- You are to remain in the bunkroom allocated to you at night
- You must set a good example to the children in your bunkroom

Behaviour:

- Campers are watching you at all times, be aware of how you are acting and reacting
- Follow instructions given by your team leader/coordinator/supervisor
- You must not enter any bunkroom or other area which is designated to the opposite sex

Chapel:

- Chapel time is essential to camp and may consist of singing, games or quizzes and a short devotion/teaching

You will:

- ✓ Support the leaders during this time
- ✓ Model appropriate behaviour
- ✓ Sit in your team, with the children (not other leaders)
- ✓ Ensure that the children near you are quiet and paying attention to the person sharing, but don't become a distraction yourself
- ✓ If you feel a child needs specific prayer you should discuss this with your leader

Children's Behaviour:

- If a child is testing the boundaries, or making you feel angry, uncomfortable, or embarrassed please seek support immediately
- We do not accept bullying, teasing or verbal abuse of other children or leaders
- Unless stated by the parent, please do not give nicknames or use nicknames for children
- If you are asked to explain or invited into a discussion regarding sexuality, or any subject of similar nature refer the situation to the Camp Managers or Coordinators who will deal with it appropriately
- Should you at any time suspect that any child has been abused, please talk to the Camp Managers or Coordinators immediately

Daily Leadership:

- To support the Leader(s) in all team/bunkroom activities and assist in organising the children in your team/bunkroom

Duties:

- Be a role model
- Assist campers with completing their daily duties as designated by your team leader
- Assist leaders with supervision of activities allocated to a team
- Assist the kitchen staff with kitchen clean up and dishes
- Keep the communal areas clean and tidy
 - This may include, but is not limited to setting out chairs and tables in the dining room and chapel
- Other duties as requested by your team leader/coordinator/managers

Free Time:

- You will be given a period of time each day as “free time” to enjoy activities provided

Home Sick Kids:

- If a child tells you they are homesick, please refer them to your team leader, coordinator or a member of staff who will determine if it is appropriate to contact a parent/guardian on the child’s behalf

Leaders Manual:

- Although there will always be ongoing training, it is important that all leaders are aware of the standards set out in the Leaders Manual

Meals:

- NO skipping meals
- Remain seated at the table with the children until it is time to leave the dining room
- Ensure that appropriate table manners are observed and children remain seated at the table until the meal time is over

Medicines:

- No medication should be kept in your cabin
- Medication must be handed in when you arrive at camp

Meetings:

- LIT’s may be required to assist with supervising campers while their leaders are attending leader’s briefings

Policies & Procedures:

- All leaders are expected to have an understanding of Kauaeranga Valley Christian Camp Policies & Procedures pertaining to ministry camps, instruction will be given

Ultimately the Camp Managers are Responsible:

- To the parents for their children, but as a Leader in Training (LIT), you need to be accountable for your areas of responsibility

End of Camp Debrief:

- You are required to attend this; it is a good time to discuss any issues you may have had

Final Clean up:

- End of camp and the final clean-up is always a challenge!
- We understand that by this time you have had a long week and that both you and your campers will be extremely tired
- Kauaeranga Valley Christian Camp staff will assist bunkroom groups during the week to maintain and keep clean the areas of responsibility
- Please set a good example, get stuck in yourself, and encourage and motivate your bunkroom/team to get the job done

ALL visitors (including parents/friends/relatives) must sign in with the office, who will issue them with a **Visitor ID Badge** and notify a team member to escort them around camp

No children can leave camp, even with a parent, without the Manager/Camp Coordinator being advised