



## **Program Assistant**

### **Job Description**

**Position:** Program Assistant

**Responsible To:** Program Coordinator

**Weekly Base Pay:** \$335.00

**Time Commitment:** 7 Weeks

#### **Qualifications:**

1. Has a sincere love for the Lord and a desire to see campers know and grow in Him.
2. Is in agreement with New Life Islands' philosophy.
3. Is eager to learn, loves campers, and shows a consistent walk with God.
4. Is flexible and willing to work with campers and other staff members.
5. Is willing to forego personal rights for the common good of the camp and campers.
6. Should have some camp experience, ideally at New Life Island.
7. Exhibits the leadership skills to run activities and help operate the camp program.

#### **Responsibilities:**

1. Be a witness for Jesus Christ in all words and actions.
2. Develop a Christ-like, servant atmosphere in the work area.
3. Aid in keeping the work area clean and neat at all times.
4. Help implement the daily program for summer youth camps.
5. Help plan and run special events like Funny Bones, Amazing Race, night games, etc.
6. Be ready to run various games and activities, as directed by the Program Coordinator.
7. Assist in maintaining and organizing all materials/supplies for the program department.
8. Participate in setting up, belaying, and running high ropes activities (18 and older).
9. Work diligently to give each camper the best possible camp experience.
10. Be ready to greet parents and answer questions on Sunday and Friday.
11. Assist with night security patrols (18 and older).
12. If certified, be ready to serve as a lifeguard at the pool and on the river.
13. Develop an encouraging and helpful relationship with counselors and support staff.
14. Be ready and willing to help with tasks not included in this job description!

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