

BRETHREN WOODS CAMP AND RETREAT CENTER
JOB DESCRIPTION

TITLE: Dean

RESPONSIBLE TO: Assistant Director, Director

PURPOSE: To organize and implement daily Bible study and worship times. To provide pastoral care for the camp community.

QUALIFICATIONS:

1. Committed Christian with a willingness to accept the teachings of the Church of the Brethren.
2. Exhibit a spirit of cooperation and commitment to a team relationship with other camp staff.
3. Personable style and skills in relating to staff, guests, and campers.
4. Currently serving or has served in a leadership position within the Church of the Brethren.
5. Skills in group management.
6. Knowledge of age characteristics for specific groups.
7. Attendance at one or more pre-camp training events.
8. Acceptance of Dean's responsibilities.

RESPONSIBILITIES:

1. Implement summer program theme during Bible study and worship times through the use of provided materials, or appropriate supplementary materials, in coordination with the Assistant Director.
2. Plan and lead age-appropriate Bible studies, one per family group per day.
3. Plan Morning Watch and evening Vespers.
4. Serve as a resource for staff regarding spiritual matters and camper issues.
5. Conduct rounds of all living areas to ensure order and quiet each evening.
6. Assist in recruiting volunteer counselors and support staff for your camp session.
7. Participate in a weekly evaluation with the Assistant Director and/or Director.
8. Know the contents of the Staff Manual and abide by all camp policies and procedures.
9. Enforce camp policies, procedures, and health and safety regulations.
10. Assist in other areas of camp operation as needed.