



## Position Description

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### Position Identification:

Job Title:	<b>Mini-Yo-We Outdoor Centre Staff</b>
Reporting To:	<b>Outdoor Centre Director</b>
Position Location:	<b>Outdoor Centre Site</b>
Prepared by:	<b>Cliff Peat</b>
Date:	<b>September 1, 2010</b>

### Organization Profile:

Mini-Yo-We Outdoor Centre is a community. Choosing to work in this community is more than taking a “job”. It is deciding to be part of a team committed to achieve our mission: ***to reach and disciple young people for Jesus Christ through excellence in camping and retreat programs***

### Position Summary:

This position, Outdoor Centre Staff, is a full-time, one-year position with multi-faceted responsibilities. Outdoor Centre Staff are responsible for fulfilling the spiritual goals for year-round ministry. The primary responsibility will be to host, instruct and minister to our Outdoor Centre groups. The staff member is responsible for the care and maintenance of Mini-Yo-We equipment. The position involves skills in camping, communication, teaching and group facilitation.

This is an internship position which receives room and board and an honourarium to cover basic living expenses.

### Key Responsibilities:

#### 1. Host Weekend Retreats

As lead Host or in a supporting role responsible for looking after the groups that come to Mini-Yo-We Outdoor Centre for weekend retreats. Duties include, clean up, site preparation / set up, instructing groups in activities and assisting in meal times.

#### 2. Mini-Yo-We Programs

Lead, improve and assist with existing Mini-Yo-We programs with emphasis on biblical teaching.

#### 3. Operations

Assist the operations team in keeping the Outdoor Centre tidy, presentable and in working order. Contribute to the effort of the team by working in other departments (kitchen service and dishes, light housekeeping, maintenance projects and weekend setup) as required for the smooth operation of the Mini-Yo-We Outdoor Centre.

#### 4. Instruct Outdoor Education

Teach and facilitate groups in their program. Host meals assisting the kitchen with announcements and other dining hall duties



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### 5. Communications and Relationships

In this position, as in other Mini-Yo-We positions, it is expected the staff member will take initiative in communication and ensure that all parties are kept informed as required. It is expected that this person will subject themselves to the lines of authority and have an appreciation for the overall goals of the organization.

### 6. Other Duties as Assigned

Additional duties will be assigned which will facilitate the overall objectives of the ministry.

#### Key Contacts:

- Director of Outdoor Centre
- Year Round Staff
- Churches, Para-church organizations, Christian Schools

#### Knowledge, Ability, Education and Experience

- Ability to teach spiritual truth to people through Outdoor Centre programs
- Strong communication skills, both verbal and written; the ability to cross all demographics
- Strong organization abilities
- Leadership abilities and a team player
- Experience working with all age groups
- Experience in outdoor sports
- Experience in varying roles/jobs within Christian camping

#### Other Requirements:

- A. Be a Christian, demonstrating a mature attitude of servant leadership, having a heart for children and young people. This person will show a demonstrated understanding of youth and interest in serving them. He/she will be actively involved in a local evangelical church.
- B. An Outdoor Centre Staff person must be a teachable man or woman of integrity.
- C. Servant attitude; helpful to all; commitment to “community”; the person in this role must be flexible and willing to pitch in and assist as part of the team.
- D. Be cheerful; with an up beat personality and a pleasant telephone manner and helpful attitude towards all - both young and old. Demonstrate ease of communication with parents, suppliers, children, church leaders and fellow workers.
- E. It is expected that all Outdoor Centre staff be physically fit.
- F. Staff members must willingly sign agreement to and acceptance of Mini-Yo-We’s Statement of Faith and the General Staff Guidelines as published in the Staff Manuals.