

Counselor
(Missouri Valley Conference)
Position Description

A. Position Overview

A competent Counselor will willingly take on the responsibility of supervising and mentoring youth between the ages of 7 and 17 as well as undertaking some planning and teaching tasks for both small and larger groups of youth. To be an excellent Counselor, you must have good communication and teamwork skills and be a leader who enjoys working with youth. Counselors will assist with planning and managing some activities that take place during the sessions.

B. Reports To

Directly responsible to the Camp Directors, Youth & Children's Ministry Director of the Missouri Valley Conference and the appointed Youth Programs Coordinator.

C. Relationship Hierarchy

- 1) Missouri Valley Conference President & Executive Board
- 2) Youth & Children's Ministry Director
- 3) *Youth Programs Coordinator*
- 4) Camp Directors and Program Directors
- 5) **Camp Staff, Counselors and Volunteers**

D. Main Duties and Responsibilities (to Youth Programs)

- 1) Supervise and Manage a Group of Youth throughout the Duration of their Session
- 2) Build Relationships, Mentor and Counsel Youth
- 3) Write and Deliver Christian Devotions at Specified Times
- 4) Ensure Rules are Obeyed and the Safety of Participants is Maintained, at all times
- 5) Work as a Team of Counselors to Plan, Organize and Manage Games/Activities for Youth
- 6) Address Situations/Issues that Arise During the Session with Christian Demeanor
- 7) Maintain Session Schedule and Ensure Youth are Accounted for and On-Time
- 8) Attend and Participate in Necessary Trainings and Meetings

E. Shared Duties and Responsibilities

- 1) Promote Programs and Camping Sessions
- 2) Abide by All Confidentiality Requirements
- 3) Report and Maintain Appropriate Records for Issues (including Misbehavior)

F. Qualifications

- 1) Must be a Christian and in good standing with the Advent Christian Denomination.
- 2) Must be of strong Christian character and a Christian example to the community.

- 3) Must be able to work harmoniously with others (both above and below rank).
- 4) Must be a strong Christian leader with a passion for youth ministry.

G. Preferred Skills and Experience

- 1) Communication (in person, electronic and by phone)
- 2) Leadership and People Management
- 3) Speaking Skills (one-on-one, small and large groups)
- 4) Youth Camp Experience

H. Selection

*Interested individuals should prayerfully consider God's direction for their lives and also complete an application online or contact the Youth & Children's Ministry Director.

- 1) Applications will be reviewed by a Review Committee made up of the Youth & Children's Ministry Director of the Missouri Valley Conference as well as the appointed Youth Programs Coordinator and/or applicable Camp Directors and Counselors.
- 2) Follow up information and interviews may be requested at the discretion of the Review Committee.
- 3) Counselors may be affirmed or reapply annually through a review and evaluation process led and determined by the Youth & Children's Ministry Director.

I. Success of the Role

The ideal candidate will be successful in building Christ-like relationships with youth and leading youth throughout daily routines and activities. They will be passionate about working with youth, helping to deliver a high-quality experience in which they are fed spiritually and prepared for the future. They will be able to plan, write and deliver engaging devotions, activities and games throughout each session on a level suitable for the ages in attendance. The successful Counselor will strive to put God first and allow Him to lead in all of their decisions, actions and thoughts.