

Job Title: Chapel Production Assistant
Department: Program - Media
Reports to: Chapel Supervisor & Program Director

Position Summary:

The role of the Chapel Production Assistant is to set up and run audio and video for program needs. Your responsibility is to assist the Chapel Supervisor with running the chapel program for campers and guests.

Specific Responsibilities

- Help with audio & video set-up for program needs: Chapel sessions, outdoor movies, stage, etc.
- Assist Guest Services team with audio and room set-up as needed
- Perform sound checks with music team for program camps
- Run soundboard, ProPresenter, and lights during chapel sessions
- Be ready with music, videos, photos, countdowns, etc. to have chapel flow smoothly and efficiently
- Assist Videographer and Photographer with uploading photos and videos for chapel
- Help clean chapel and straighten chairs
- Participate in staff community and camp life
- Spiritual Leadership - to lead campers and co-workers spiritually toward Christ. To live an exemplary life and to have a focus of love for the Lord and others

Support Staff Responsibilities

- Assist program team in set-up and running group games
- Help campers work towards earning their patch
- Have an assigned cabin each week to spend time with
- Assist where necessary with a variety of Camp and Conference duties as needed; e.g. camp turnover

Essential Qualifications

- Mature and ongoing relationship with Jesus Christ--ability to lead by example and word
- Honesty, not perfection in Christian walk
- Knowledge of, or willingness to be trained in sound engineering, video, and computer skills
- Ability to have fun and keep a good attitude amidst adverse conditions
- Commitment to camp ministry and its values
- Possess Christian attitude and conduct
- Well-grounded in the Word of God

*This job description is by no means all inclusive. It is an overview to provide a general idea of what the position involves. There will be other camp duties involved and on occasion you may be asked to fill in for other positions when the need arises.

Employee Review:

I have read the above, and understand that it is intended to describe the general content of and requirements for performing this job. It is not an exhaustive statement of duties, responsibilities or requirements. I understand that this description does not preclude my supervisor's authority to add or change duties or responsibilities, and understand that the performance of other duties will be required from time-to-time in order to meet the ministry's needs. I have been given a copy of this description.

Staff's Signature: _____

Date: _____