



**The Salvation Army  
Golden State Division  
CAMP REDWOOD GLEN**

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**POSITION:** S.U.R.F. Team Leader  
**SUPERVISOR:** Assistant Camp Director  
**DEPARTMENT:** Camp Redwood Glen  
**STATUS:** Summer Camp

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**THE SALVATION ARMY MISSION STATEMENT:**

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

**OVERVIEW:**

Discipling 14 and 15-year-old males and females in their faith journeys while using the areas of work experience, Bible Studies, and regular camp life to guide their experiences. The objective of the S.U.R.F. Team Leader is to provide spiritual leadership, daily supervision, daily devotions, and program implementation.

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**DUTIES INCLUDE BUT ARE NOT LIMITED TO:**

- Under the supervision of the Assistant Camp Director, Provide overall leadership to the delivery of the S.U.R.F. Team program including the supervision all program participants and close coordination with the other S.U.R.F. Team Leader.
- Meet Daily with S.U.R.F. Team Leadership to pray and discuss issues, concerns, and program observations
- Provide daily supervision to ensure that each S.U.R.F. Team member is doing what is being asked of them
- Plan, organize, and lead interesting and meaningful programs for S.U.R.F Team Participants that are in line with the program goals and are age-appropriate.
- Plan and implement daily curriculum for S.U.R.F. Team participants including Bible Studies, Journaling, Prayer, Scripture memorization, and Life skill training.
- Prepare daily/weekly schedule and brief all program participants on the schedule.
- Meet with Assistant Camp Director to establish camper cabin assignments for each S.U.R.F. Team member.
- Meet with Assistant Camp Director to establish “Guided Discovery” assignments.
- Meet with the DYS and CE Director regarding S.U.R.F. Team participation in daily chapels and prepare accordingly.
- Ensure that all S.U.R.F. Team participants arrive on time for any and all assignments.
- Ensure that all S.U.R.F. Team understand and comply with all camp policies and procedures.
- Act as the principal liaison between Camp and parents of program participants.
- Ensure that all S.U.R.F. Team participants have current and accurate parent releases for break day activities.
- Meet with the S.U.R.F. Team Leadership to develop weekly evaluations for each S.U.R.F. Team participant.
- Meet with all S.U.R.F. Team participants at the conclusion of each camp session to assess progress in the program and provide feedback for moving forward.
- Assist Assistant Camp Director in issuing weekly S.U.R.F. Team Stipend to each participant and gather signatures on official receipt of payment documents. These forms should be turned in to the Business Manager weekly.

- Provide program/curriculum leadership during the S.U.R.F. Team Expedition.
- Provide technical support and assistance to the OAC staff during the S.U.R.F. Team Expedition.
- Plan and organize a closing banquet for S.U.R.F. Team.
- Prepare for and schedule exit interviews between S.U.R.F. Team participants and parent, guardian, Corps Officer, or pastor.
- Develop a written program brief for submission to the Assistant Camp Director at the end of the summer; including observations, recommendations for the future, strengths and weaknesses, and an overall evaluation of the success of the program to aid the spiritual formation of each of the participants.
- Work closely with DYS and Assistant Camp Director to plan, create, and implement program ideas for Outreach teams to be used in various settings with a wide range of ages, mostly 7-15 years old.
- Live with and take on responsibility for the cabin management of all S.U.R.F. Team participants that match your gender.
- Uphold the camp standard of cleanliness by periodic check-ups and check-outs before break day
- Report general property maintenance issues to the Facilities Manager or Maintenance Crew Chief.
- Spend time with, befriend, and interact with all Cabin Leaders and campers to foster a quality camping experience in accordance with the stated goals of The Salvation Army's camping program.
- Actively participate in the spiritual formation of campers and staff.
- Be an appropriate and effective example for both campers and staff members, exhibiting Christ-like conduct, concern, and service.
- Report any suspected child abuse issues to the Assistant Camp Director immediately and take necessary actions to report it properly.
- Any other duties as assigned by your supervisor.

**All staff may be called upon at any time to assist in the total operation of the camp. You are expected to join in all evening programs; absences are excused only through the Assistant Camp Director.**

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**QUALIFICATIONS:**

- Must be at least 21 years of age.
  - Must have interest, knowledge, and skills in recreation, programming, and ministry.
  - Desire and ability to disciple young people aged-15 in a camp setting.
  - Ability to creatively motivate and encourage S.U.R.F Team program participants.
  - Must be well organized, able to work easily with others, able to take initiative, and be self-motivated to carry out programs.
  - Must have general skills in working with children.
  - Must have current CPR/First Aid/AED certification.
  - Must be of good moral character.
  - Must have a personal and growing relationship with the Lord.
  - Preferred previous camping experience either as a camper or as a staff member.
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**PHYSICAL REQUIREMENTS:**

Ability to sit, walk, stand, bend, squat, climb, kneel, and twist on an intermittent or sometimes continuous basis. Ability to grasp, push and pull objects and tools. Ability to lift up to 25 lbs.

*Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment to meet the physical requirements of the position. The Salvation Army would attempt to satisfy requests if the accommodation needed is reasonable and no undue hardship would result.*

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**ESSENTIAL FUNCTIONS:**

This job description should also identify the essential functions of the job, including any physical, cognitive, visual, auditory, and other abilities essential to fulfilling the job.

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**Acknowledgment of Religious Purposes of The Salvation Army**

The employee acknowledges that he/she has been informed and understands The Salvation Army's religious purpose and status as a church. The employee agrees that he/she shall do nothing to his/her relationship with The Salvation Army as an employee to undermine its religious mission. The employee agrees and understands that his/her services are a necessary part of The Army's religious purposes, and his/her work-related conduct must not conflict with, interfere with, or undermine such religious programs or The Army's religious purpose.

**At Will Employment Statement**

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this organization specifically acknowledges such change in writing.

***Equal Employment Opportunity Employer: Minorities/Women/Veterans/Individuals with Disabilities.***

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Assistant Camp Director Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_