



The WinShape Camps Leadership Development Program began in 2010 as a way for employees to serve on the WinShape Camps year-round team to explore their ministry calling and fine-tune their leadership gifts. LDP Staff work with a team who will invest in them and provide opportunities for experiential development while discovering their passion for serving in ministry.

This packet includes two postings for our current LDP positions—Apprentices and Interns. Each camp ministry is hiring a different number of positions in different offices in Georgia. Carefully read over both postings before applying.

Apprentices, who work 40 hours per week, receive full-time benefits including health insurance and a retirement plan. All Apprentices will begin in the fall and work through the following summer. They can reapply for an Apprentice position again each year with no limit to the number of years they can serve. Interns work up to 25 hours per week. They can also reapply for a position again each year with no limit to the number of years they can serve.

JOB POSTING for WinShape Camps International Operations Apprentice

These are regular full-time positions (40 hours per week) with full-time benefits based in the offices outlined above.

SCOPE OF POSITION

To assist in the development of summer camp through tangible work projects with assigned camp to enhance the Apprentice's leadership gifts. The position begins on October 21, 2019 and ends at the completion of Summer Staff commitment in August 2020.

REQUIREMENTS

- Currently in senior year of undergraduate school or graduated with a Bachelor's degree
- 40 hours per week
- Completed one summer on staff with WinShape Camps

RESPONSIBILITIES [see additional responsibilities on the following page]

- Assist year-round planning for camp
- Serve on WinShape Camps Summer Staff

Position: WinShape Camps International Operations Apprentice

Scope of Position:

To support the planning and execution of camp internationally through project management, travel coordination, event logistics, and inventory ordering and management

Reports to: International Coordinator

Responsibilities:

- Assist with project management for the WinShape Camps International team
- Coordinate all international travel, including booking flights, purchasing travel insurance, collecting travel information and documents, assisting with passport acquisition, planning stateside travel and coordinating with international partners for in-country travel logistics
- Provide event logistics for all WinShape Camps International events, including Director Retreat, Leadership Weekend, Staff Training Week, Stateside Training and Post-Camp Debriefs
- Develop and maintain inventory systems for international and local locations
- Purchase, receive and organize all necessary camp supplies
- Serve in a leadership position on WinShape Camps International Project Teams and Summer Teams
- Support training of staff during Stateside Training and Staff Training Week
- Support related projects as assigned

Requirements:

- Bachelor's degree in a related field, or an equivalent combination of education and experience sufficient to successfully perform the essential functions of the job
- Proficient skills in Word, Excel, Microsoft Outlook, Asana
- Demonstrated organization, communication, leadership, interpersonal, and teamwork skills
- A self-professing Christ follower, actively involved in a Christian faith community and actively pursuing Christ on a consistent basis.
- Must hold or obtain a valid driver's license for the state in which they are hired and have an acceptable driving record.

FLSA: Regular Full-Time, Non-Exempt

Employee Signature: _____

Supervisor Signature: _____