



Shetek Lutheran Ministries
14 Keeley Island Dr
Slayton, MN 56172
(507) 763-3567
slbc@frontiernet.net
www.shetek.org

Executive Director Marvin Nysetvold

Program Director Kristin Ruud

To: Potential 2010 Summer Staff
From: Shetek Lutheran Ministries
RE: Summer Employment

Thanks for your interest in Shetek Lutheran Ministries! Each summer young adults who have a commitment to following Jesus and loving youth serve at SLM. Summer staff has the opportunity to **make a difference** in the lives of youth and walk with them in their faith journey! The faith and lives of campers are not the only ones changed. Summer staff also grow in their own love and understanding of God, one another, and themselves. We hope that you will prayerfully consider serving at Shetek Lutheran Ministries for the summer of 2010. The information below should give you a summary of the application process:

- 1) *Both New and Returning Summer Staff* Complete the **application form** and return it to SLM.
- 2) *New Summer Staff only* Send **reference forms** and return envelopes to your three references and have them complete the forms and mail them directly to camp. We need all of your references to complete and process your application.
- 3) *Both New and Returning Staff* SLM will arrange an **interview** with you after we have received your application. We visit many colleges and stop in surrounding communities in order to meet face to face with applicants. If an in-person interview is simply not possible, we may be able to arrange a telephone interview although this is strongly discouraged.
- 4) Following the interview process we **make the first selection** and notify people whether they are accepted or not, pending a background check. If accepted, staff agreements and policies are signed.

We look forward to meeting you! Please contact us at (501) 763-3567 or kristin@shetek.org if you have any questions.

God's Peace,

Kristin Ruud
Program Director

Shetek Lutheran Ministries

2010 Summer Staff Opportunities

Counselors

Counselors serve by spending time with and caring for campers in various settings including on-site, on day camp (in local congregations) and possibly even on servant/adventure trips. Counselors spend time leading and participating in activities with campers such as worship, camp-out, games, Bible Study, and more. In addition to being a counselor most staff will have the opportunity to serve for a week on support staff getting a different perspective of camp.

Salary: \$225 per week

Day Camp Directors

Day camp directors serve by bringing a piece of camp to area congregations. They help with the day to day implementation of the day camp program including some logistics and preparation. They act as a point person for the congregation(s) hosting the day camp as well as a support and encouragement to their fellow staff members serving on the day camp team.

Salary: \$235 per week

Health Care Manager/Waterfront Director

Health Care Manager serves by helping with the distribution of camper, medications, maintaining a clean and orderly Health Station, keeping accurate health logs, and assisting campers with medical needs. As a Waterfront Director, he/she will serve by creating and maintaining a safe waterfront area. He/she must be certified in CPR/First Aid, as well as a certified lifeguard by the time of employment. Responsibilities also include helping with the scheduling of other lifeguards, maintenance of the beachfront, knowledge of emergency procedures pertaining to the waterfront, and an orientation for guests and campers using the waterfront. This person will also be involved with the daily programmatic activities of camp such as duties allow.

Salary: \$235 per week

Assistance Maintenance

Assistant maintenance serves camp alongside the year round SLM maintenance staff by maintaining the grounds and facilities of camp. Duties may include things like mowing, cleaning, fixing minor repairs and other jobs as designated by the directors.

Salary: \$225 per week

Assistant Cooks

Assistant Cooks serve by maintaining a clean kitchen and dining facility as well as daily food preparation for campers and guests. They also fulfill other duties as given by the head cook. Assistant cooks also have the opportunity to assist with other programmatic areas at camp as duties allow.

Salary: \$225 per week

Assistant Program Director

An APD works directly with the Program directing in implementing the day-to-day activities of camp. They also help, support, guide and encourage the summer staff. An APD assists in all programmatic areas. The APD position requires strong leadership, and organizational skills and a mature self-starter who is willing to serve where needed.

Salary: \$235 per week

Media Coordinator/Canteen Manager

This position is responsible for capturing in pictures and video what happens during camp each week. This includes but is not limited to creating a picture CD each week and a DVD for promotional use. This person would also serve as the canteen manager and would order supplies and keep inventory records up to date. This position requires someone who is organized, creative, and a self starter. Someone with skills in photography/video technology is preferred. Duties also include assisting with camp activities such as worship, games, and other programmatic areas.

Salary: \$225 per week

*** Shetek seeks to employ staff who will have completed one year of college or work following high school. Individuals 16 years and older may apply for the assistant cook and assistant maintenance positions.**

