

**Lutheran Camping Corporation of Central Pennsylvania**  
**Job Description**  
**Childcare Specialist**

Job Relation: Responsible to the camp director.

Job Definition: Responsible for the care of staff children while parents are at work, with hours being set as needed. Maximum of 10-11 hours a day with the exception of emergency situations. Schedule subject to director's approval. Midday breaks should be scheduled when possible.

Professional Qualifications:

1. Babysitting experience preferred.
2. Community CPR certification preferred (Attend camp CPR course, if possible).
3. Creativity in activity planning.

Personal Qualifications:

1. A personal commitment to Jesus Christ.
2. A desire to serve God through the synod's camps.
3. A willingness to give a Christian witness in spontaneous situations as well as during worship and study times.
4. An understanding and agreement with the central objectives of the educational ministry program of the ELCA and of the Lutheran Camping Corporation of Central PA.
5. Emotional stability and maturity of judgment.
6. A love for and understanding of youth and children.
7. Good health and stamina.
8. An appreciation for the camp setting and the outdoors.
9. Ability to be patient.
10. Ability to place needs of children over personal convenience.

Performance Responsibilities:

1. Care for the needs of staff children for a maximum of 11 hours a day, except when unusual circumstances warrant additional support.
2. Consult with parents; when possible accommodate their program desires for the children.
3. Take measures to create safe and appropriate play and learning environments for children.
4. When possible, incorporate active games and learning experiences.
5. Daily put away both camp and personal items the children have used.
6. Consult director or assistant directors before using camp equipment or establishing play areas that may be slated for another activity.

7. Abide by all camp policies and procedures.
8. Participate in all-camp activities when available.
9. Refer child to nurse in case of illness or accident. (Inform parents, as well.)
10. Share information about day with parents as necessary or desired.
11. Confer with parents on discipline policies – work out any necessary concerns with the director.

Some Criteria for Evaluation:

1. Are the children safe? Are there unnecessary injuries?
2. Are all activities properly supervised? Is the specialist firm but loving in dealing with children's behavior?
3. Are parents pleased with quality of care?
4. Are the children being provided with varied educational and social experiences? Are they clean, comfortable, and happy?
5. Are supplies and toys cleaned up at the end of the day?
6. Are space and equipment issues worked out ahead of time?
7. Is there participation in all-camp activities when possible?