



Crafts & Store Coordinator

Contract Date: June 10 - August 14, 2022 **Time Off:** Friday pm - Sunday am
Reports to: Program Director **Housing:** Dormitory/Cabin style
Salary: \$3000/season + \$250 completion bonus

Responsibilities:

- Envision, plan and implement craft projects for kids age 5-16 and adult with disabilities
- Maintain, clean, and inventory Crafts Room and, order required materials and supplies
- Manage multiple camp schedules, activities and special events
- Be a clerk in the camp store, process camper and staff purchases
- Maintain, stock, and clean Camp Store daily
- Process, account for, and manage cash transactions
- Assist the program team with activity preparation including decoration and props for major theme weeks including 4th July and Christmas in July
- Carry out tasks assigned by the Program/Camp Director

Qualifications:

- 18yrs + with one year of related college or professional experience, pursuing teaching, art therapy or similar field
- Extroverted and energetic with a *can do* attitude
- Able to work independently, as well as part of our program and events team
- Good computer and math skills required
- Ability to prioritize scheduled tasks/time management skills
- 2yrs public speaking and leadership experience - ability to teach and connect with campers of all abilities in an engaging and creative way
- Ability to pass background checks and provide 3 positive references
- Good English speaking and writing skills
- Comfortable living and working in an environment that foster Christian values
- Self-motivated and organized - able to carry out the directions of supervisors
- Flexible and willing to support the overall life and ministry of camp
- Physical ability/stamina to participate in strenuous camp activities in hot/humid conditions

Benefits: \$250 completion bonus, optional weekend overtime available, all meals, accommodation, airport pick-up and drop off, WIFI, laundry facilities, staff uniform, work out room, use of camp facilities outside of working hours, weekend transportation for planned staff trips, living in a multicultural and diverse Christian community of people from all over the world.

Application: Complete online application at: <https://grotonwood.org/work-with-us>

About Grotonwood Camp & Conference Center: Grotonwood is a nonprofit Christian campsituated in Groton, MA. amongst 247 acres of private woodlands. We have a beach and boating area on Lost Lake and run day and overnight Christian summer camps for youth and adults with disabilities since 1956. Our goal is to introduce people to the love of Jesus, and encourage them to grow in relationship with Him. At the heart of this life changing experience is the staff, committed Christians who want to live out an example of a life changed by grace.