

BTP Camporee
Job Description
Revised December 28, 2021

1. Prerequisites:
 - a. A Seventh-day Adventist Christian with an active faith relationship and walk with Jesus.
 - b. An enthusiasm and passion to share Jesus with children and teens and to seek to provide them the most exceptional spiritual memories through all the programming that is presented.
 - c. Previous experience in event planning and leadership.
 - d. Great organizational skills, with attention to detail and follow through and will strive for excellence in all areas of facilities
 - e. Self-starter, self-disciplined, ability to multi-task and meet deadlines.
 - f. Ability to communicate cross generationally and cross culturally.
 - g. Ability to work with and manage strong personalities

- a. Job title(s):
 - a. Staff Kitchen Coordinator

- b. Management
 - a. Facilities director is your Down line supervisor

- c. Staff Kitchen Coordinator
 - A. Create healthy vegetarian menus for camporee staff. No meat products
 - B. Arrive June 10, 2024, thru Aug 14, 2024. Minimal staff for food from June 10-July 28th, 2024
 - C. Create kitchen staff for cooking for 500 plus each meal
 - D. Create food order delivery as needed
 - E. Create vegetarian food orders as needed.
 - F. Create food available for staff thru out the day as needed. Can discuss further
 - G. Create times for main meals as needed
 - H. Cam-plex has full commercial kitchen at your disposal
 - I. One kitchen for both facility and night-time area
 - J. Work with Night-time meal coordinator in kitchen for best meals possible
 - K. Set up equipment needs pre-camporee, camporee and post camporee
 - L. Coordinate with summer camp coordinator and TLT coordinator for your staff help as needed
 - M. Attend all zoom and in person meetings as requested
 - N. Attend all early morning meetings at camporee with DLD and pathfinder leaders
 - O. Work with communications dept. for all posting of announcements for your area
 - P. Create an inventory needs for set up week
 - Q. Inventory all camporee supplies at end of camporee

- d. Compensation
 - a. Small stipend plus living area