

All -Site Dean Guidelines

General information:

Serving as a camp dean with Camp and Retreat Ministries of Oregon and Idaho is a unique opportunity to be a part of living out the mission of this ministry by ***creating quality environments of Christian hospitality and learning.***

You assist the overall mission of the program, which is to nurture campers of all ages so that they may:

- *Grow in wisdom and in healthy self-esteem.*
- *Develop lifestyles of loving interdependence with each other and all of creation.*
- *Affirm and expand their faith in God and their service as Christian disciples within God's world.*

We value innovative deans who see the overall impact of our mission and work to create and implement these goals and visions in their individual program. The dean is responsible for integrating a macrocosmic (considering the local, global, environmental, developmental, social, emotional, religious, and spiritual impact) and holistic perspective into the entire camper and staff experience.

We value:

- **Faith formation** - We exist because people yearn for God and a spiritual center. People long to experience the love of Christ.
- **Volunteers** - We value volunteers in all aspects of our ministries. We enable and depend on people to contribute their gifts, time and energy in ways that truly make a difference.
- **Excellence** - We provide high quality, effective, responsive ministries because those we serve and those who support us count on us to do so.
- **Compassion** - We care deeply about all God's children and are motivated by God's love to bring hope, love, and joy to people of all ages and to people in need.
- **Leadership** - We encourage innovative approaches that creatively leverage the skills, knowledge and resources entrusted to us.
- **Teamwork** - We value partnerships and collaboration with others who share a common mission.
- **Care for the Earth** - We value the spiritual, Biblical roots of our faith regarding the sacredness of creation and stewardship as vital to discipleship. We seek to connect people to creation through outdoor experiences.

Pre-Camp Responsibilities:

- **Pray** – We begin our preparation for camp rooted in our spiritual center. We pray for camp, counselors, staff, campers, and for the sacredness of creation.
- **Recruitment of Counselors** – Deans assist the site directors and other appropriate staff with the recruitment of counselors and other volunteer leaders.
- **Attend Training** – It is expected that deans will continue the vital process of learning and training by honing their skills at available pre-camp events and engaging in-depth conversations with the site director and/or appropriate staff members. This includes knowledge and implementation of Camp and Retreat Ministries Child Protection Policies (Safe Sanctuaries / Safe Guarding All of God's Children policies for camp).

- **Planning & Organization** – The dean will work under the guidance of the camp director, and work cooperatively with other key leaders (chaplains, on-site staff, etc.) to plan and organize the program. This may include the following items:
 - *Scheduling*
 - *Budgeting*
 - *Staffing*
 - *Knowing the curriculum*
 - *Contacting site director for other items as appropriate*

During Camp Responsibilities:

- **Pray** – We continue to pray for the camp experience, guidance and wisdom, and all people involved. It is important to model this for both counselors and campers.
- **24-hour Pre-Camp Training** – Deans lead/assist with the 24-hour pre-camp training in coordination with the site director and key leaders.
- **Welcome Campers**
- **Logistics** – Deans know the macrocosmic and holistic view of camp and work with the counselors, on-site staff, and key leaders to implement the activities and program.
- **Time Management** – This includes transitions, announcements, and adapting the schedule as needed. Our hospitality is to ensure campers and staff know when and where to be.
- **Special Needs Campers** – As you are made aware of any camper with a need, make the appropriate behind-the-scenes preparations for that camper and act as a liaison with the on-site staff and site. Offer support and education to counselors as needed.
- **Management** – The dean ensures safety and effective teamwork with those involved in all they do. Deans often troubleshoot and solve problems, serving as a resource for conflict management within camp.
 - *Counselor management*
 - *Behavior/camper issues*
 - *Problem Solving*
- **Faith Formation** – Deans set the tone for the entire camp, by encouraging the affirming and expanding faith of their campers as they seek to be Christian disciples. They do this through coordinating and guiding key leaders/counselors/campers in:
 - *Worship experiences*
 - *Campfire*
 - *Theme time*
 - *Staff devotions*
 - *Prayer*

After Camp Responsibilities:

- **Clean up** – Assist the on-site staff by cleaning up your camp supplies. Ensure that crafts, games, books, etc. are put away. Ask the site director and on-site staff for detailed clean-up instructions for your site.
- **Closing Staff Meeting** – Take this time to celebrate and contextualize the experience.
- **Evaluation** – Spend time evaluating the camp with the site director, including the evaluation of staff and counselors.
- **Celebrate** – Celebrate how the mission was lived out this week
- **Pray** – Continue to pray for camp, the lives that were transformed, and the world they re-enter.