

PRESBYTERIAN YOUTH VICTORIA

SUMMER CAMP JOB DESCRIPTION

Prayer Organiser

Requirements For Role

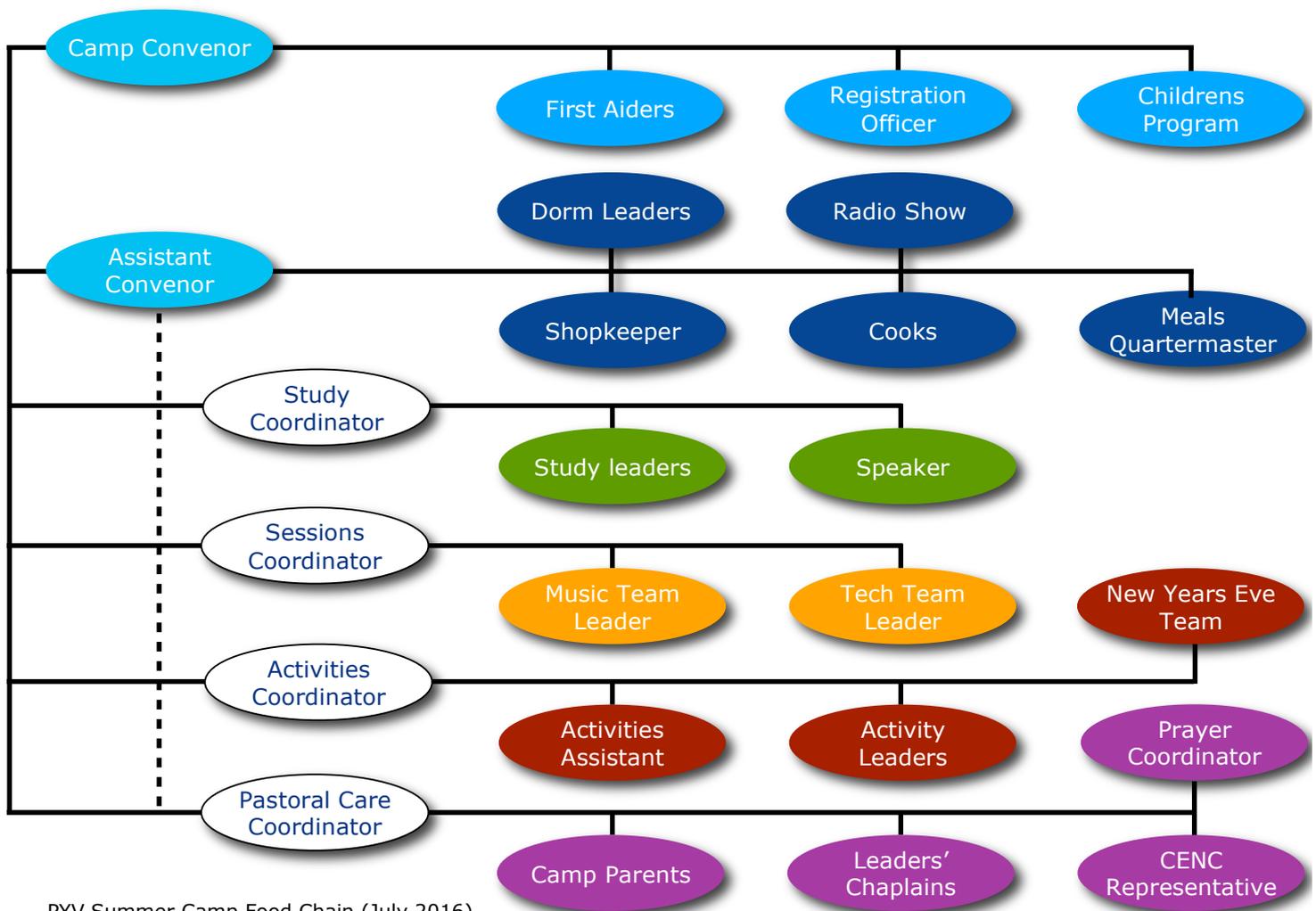
Complete the PYV Leadership Accreditation process.

Aims of Role

- Promote, organise and run 30 to 45 minute prayer sessions each day of camp for campers and leaders.
- Encourage campers and leaders to pray for camp and other areas, and to demonstrate to them the importance of prayer.

Reporting Structure

As Prayer Organiser you report and are accountable to the Assistant Convenor.



PYV Summer Camp Food Chain (July 2016)

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Responsibilities of your Role

- Promoting these prayer sessions to campers and leaders.
- Organising how the prayer sessions will run - time, prayer points, groups etc.
 - Make sure all campers and leaders are made to feel welcome to the prayer sessions.
 - Let the humblest of prayers be accepted and no one person dominate the group.
 - The content of prayers is appropriate.
- Ensuring prayer sessions begin and end on time.
- Evaluating this job description with modifications and suggestions.

For Your Information

Please make sure you are familiar with PYV's policies, which are available at pyv.org.au/resources/pyv-policies.

What to do if a child discloses something to you:

PYV Camps are places where it is always possible that we will hear something from a camper that will require us to act. Here are some basic guidelines for you to follow.

- Never promise to keep something a secret. You can, however, assure a camper you will not pass anything on unless necessary.
- Listen non-judgementally to what is being said. Assume that what you are hearing is true.
- Make sure the camper is safe before making a report. This might mean asking other leaders to sit with the camper, or making sure they are with a group of campers. Or, if necessary, taking them to first aid.
- As soon as possible, find either the CENC Rep (often YMD Brian Harvey) or Camp Convener. You will be handed either a paper-form or a laptop. Please complete the appropriate forms as carefully and completely as possible.
- From there, the CENC Rep will discuss with the Safe Church Unit the appropriate course of action.

We would also remind you that such a disclosure should be kept confidential. The only person you might discuss this with is the CENC Representative and the Camp Convener. Where appropriate, you might inform a study leader or dorm leader that something has been disclosed. No details need to be given, but this can help those leaders understand why that camper might seem a little withdrawn.

Training For Camp

Leading on a PYV camp requires a leader to attend that camp's relevant training day. Training occurs in local churches throughout Victoria. The training day will be a full day of camp specific training and team building, and as such all leaders are required to attend.

Leaders who will be unable to make training day will be informed that they will be placed on an emergency leader list, and will be leading if someone pulls out or if camper numbers are higher than planned. It is at the Camp Convenor's discretion only for someone to lead on a camp without attending the relevant training day. Camp Convenors will be required to inform the PYV Council of the reasoning behind this should it occur.

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Timeline of tasks

Due Date	Jobs
Training Day	<ul style="list-style-type: none"> • Compile a list of prayer and praise points from other camp leaders, youth groups, world issues, etc. • Determine location of prayer meeting place - this should be a quiet, public place.
Day One Of Camp	<ul style="list-style-type: none"> • Promote prayer time for day 2, emphasising the importance of prayer, the conflict of optional activities and the fact that often campers are tired when these are held early in the morning. • Ensure the prayer meetings are consistent and therefore easily accessible to campers - start and finish on program time, and stay in the same location for the meetings throughout camp.
During Camp	<ul style="list-style-type: none"> • Run prayer sessions in times set in program (approximately 30 to 45 minutes). Finish on time and encourage everyone to get to next activity.
Final Day Of Camp	<ul style="list-style-type: none"> • Run prayer session in times set in program (approximately 30 to 45 minutes). Finish on time and encourage everyone to get to next activity.
January 31st	<ul style="list-style-type: none"> • Create list of prayer and praise points from camp. Send out to campers and leaders. • Evaluate this job description and recommend any modifications to it also. • All confidential information about leaders and campers contained in emails or hard copies, must be deleted.

Last Updated - 19/03/13 by YMD Brian Harvey