

# PRESBYTERIAN YOUTH VICTORIA

## SUMMER CAMP JOB DESCRIPTION

### Camp Speaker

#### Requirements For Role

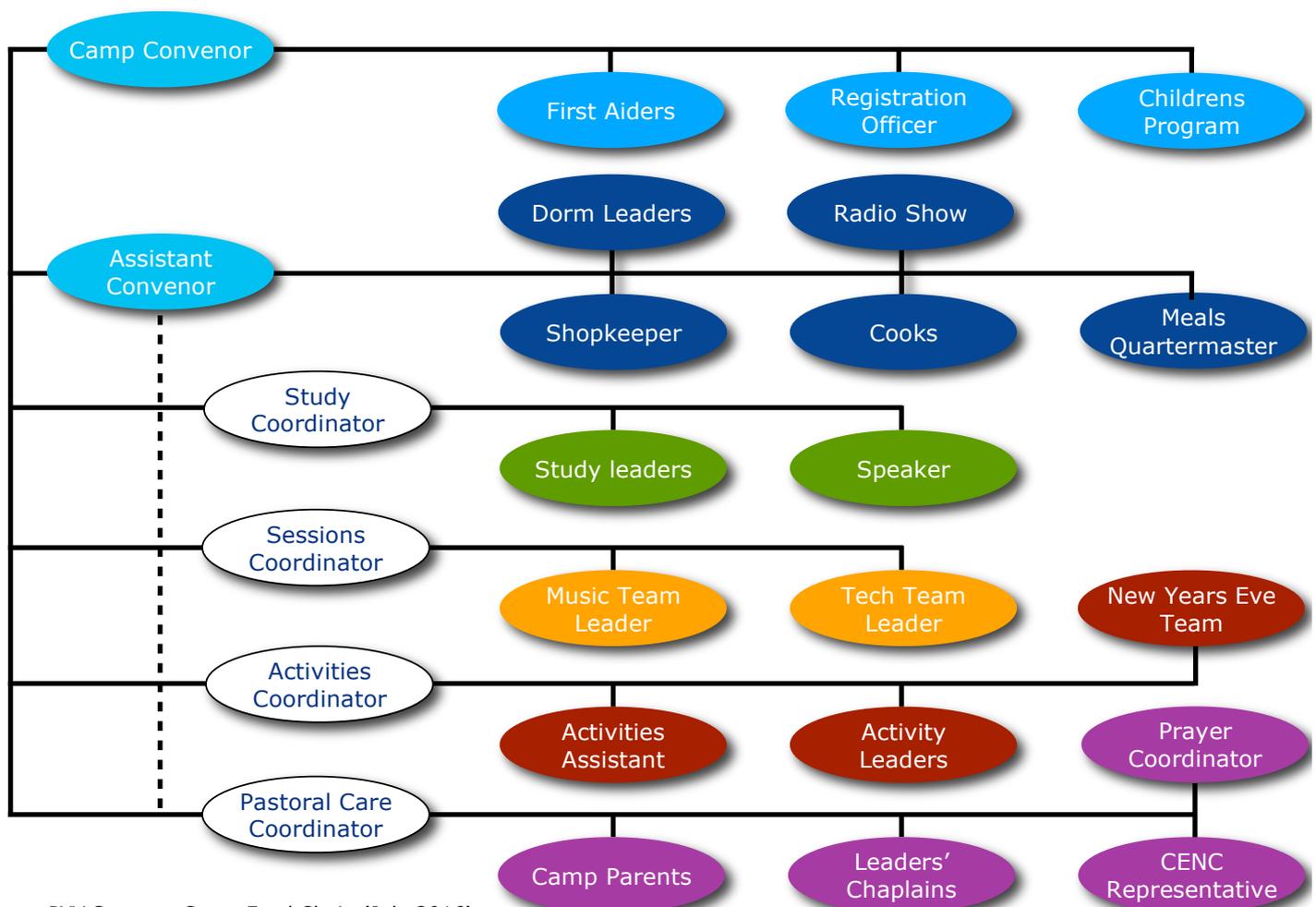
Be approved by the Christian Education and Nurture Committee as a speaker on PYV camps and events.

#### Aims of Role

- Teach the Bible faithfully and truthfully to those at camp, showing how the Bible is relevant to young people (Summer camper ages are between 12 and 25).
- Help the study leaders understand the main aim of each talk and small group study.
- Model the Christian life to the campers and leaders, showing them in the way you act and speak both the struggles and joys of being Christ-like.
- Get involved in all aspects of camp so as to build relationships with campers and leaders at meal times, activities and free time.

#### Reporting Structure

As Speaker you report and are accountable to the Study Coordinator.



PYV Summer Camp Food Chain (July 2016)

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#### Responsibilities of your Role

- Giving talks (either 5 or 6) on camp.
- Following the 2012 Summer Camp, it was decided that the final (sixth) talk at camp should be a summary, rather than a new talk.
- Providing small group studies to expand on the talks.
- Provide talk outlines and group studies to Study Co-ordinator two weeks before Training Day (which is normally the last Saturday of November).
- Discussing any visual aids needed to enhance your talks with the Study Coordinator and Tech Team Leader.
- Coming to training day, where you will explain the talks and studies to the Study Group Leaders before camp.
- Providing the talk outline notes for the camp booklet.
- Assisting the Study Coordinator in the development of the quiet times for camp (if required).
- Coming to leaders' meetings (once a day on camp) where you can reiterate the main point the day and answer any questions study group leaders have regarding the studies or talks.
- Evaluating this job description with modifications and suggestions.

#### For Your Information

We encourage you to bring your wife and any young children you have to camp. PYV will pay the fees for you and your wife and any children under camp age. Any of your children who wish to come as campers and enjoy all the activities will have to pay the regular camp fees.

Summer Camp is intended to equip young Christians to live out their faith in contemporary society. The Youth Ministries Director in consultation with the PYV Council will assign a topic or Biblical book to be the focus of the camp. Please speak with the YMD should you have any concerns or questions on this.

Be prepared to answer any questions given to you or put in the 'anonymous' box at the panel question time (in conjunction with CENC Representative). Run pastorally sensitive questions (i.e. questions about sexuality, abuse etc.) by a couple of experienced leaders to get feedback on your intended response.

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

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- 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 Convener'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.

### Timeline of tasks

Due Date	Jobs
July 31st	<ul style="list-style-type: none"><li>• Meet with Camp Convener, Assistant Camp Convener, Study Coordinator and Youth Ministries Director (<a href="mailto:ymd@pyv.org.au">ymd@pyv.org.au</a>) to confirm the talk and study topic, quiet times, etc.</li></ul>
September 30th	<ul style="list-style-type: none"><li>• Update Study Coordinator on progress of camp talks and study questions. Please be reminded that these need to be prepared for training day. Also discuss requirements for quiet times and offer advice or assistance as required.</li></ul>
Two Weeks Before Training Day	<ul style="list-style-type: none"><li>• Provide talk outlines, study questions and quiet times to Study Coordinator for inclusion in training day leader booklet.</li></ul>
Training Day	<ul style="list-style-type: none"><li>• Attend training day to discuss the talks and studies, and to answer leaders' questions.</li><li>• Provide any visual aids you may wish to use and pass onto the Tech Team Leader for inclusion in camp Powerpoint.</li><li>• With Study Coordinator, Sessions Coordinator and Tech Team Leader determine most conducive layout for the sessions room.</li></ul>
One Week Before Camp	<ul style="list-style-type: none"><li>• Revise talks and study questions based on leader feedback and resubmit to Study Coordinator.</li><li>• Pray with Study Coordinator as you prepare for camp.</li></ul>

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Day One Of Camp	<ul style="list-style-type: none"> <li>Acclimatise to camp, making yourself aware of the timetable, location of talks, etc.</li> <li>Inform Sessions Co-ordinator of any final requirements</li> <li>Get involved with camp, e.g. participate in games, sit with campers at meals, etc.</li> <li>Give talks as required.</li> </ul>
During Camp	<ul style="list-style-type: none"> <li>Attend Camp Executive and leader meetings as needed.</li> <li>Get involved with camp, e.g. participate in games, sit with campers at meals, etc.</li> <li>Give talks as required.</li> </ul>
Final Day Of Camp	<ul style="list-style-type: none"> <li>Attend Camp Executive and leader meetings as needed.</li> <li>Get involved with camp, e.g. participate in games, sit with campers at meals, etc.</li> <li>Give talks as required.</li> </ul>
January 31st	<ul style="list-style-type: none"> <li>Attend post-camp debriefing session, discussing the camp's strengths and weaknesses, and future improvements.</li> <li>Meet with Study Coordinator to debrief your camp experience.</li> <li>Review this job description and recommend any modifications to the YMD.</li> <li>All confidential information about leaders and campers contained in emails or hard copies, must be deleted.</li> </ul>

Last Updated - 06/07/16 by YMD Brian Harvey