

## MN KIDS CAMP JOB DESCRIPTION – NIGHT WATCH

### OBJECTIVE

Provide security and supervision of the Lake Geneva Christian Center facilities, grounds and campers during the night hours of camp.

### REPORT TO

Assistant Coordinators and Coordinator

### RESPONSIBILITIES

#### Pre-camp

1. Pray for all campers, volunteers and Evangelists.
2. Read and understand the Camp Volunteer Manual.

#### Camp

1. Be on duty and *patrol the grounds* from 9:00pm until 7:30am.
  - After service is let out, patrol the boys and girls sleeping areas until all are in cabins and quiet. Males patrol boys' area; females patrol girls' areas.
  - Lights out is at 9:45PM every night.
  - Pick up Office phone from office around 10:00pm.
  - Pass on any maintenance requests and wet bed issues to LGCC 24 hour cell phone at 320-304-0219.
  - Assist counselor or help find a grandparent to assist with any homesick kids.
  - Enlist the assistance from the counselor of campers who may need additional supervision.
  - Secure all the buildings by 1:00am
  - Do NOT allow any traffic on or off the grounds during your time of duty.
  - Please return carts to the person you took it from the night before, by 7:00am.
  - Fill out a nightly report and submit it to the Camp Coordinator daily.
2. Curfews
  - 11 pm - Kingsriter Retreat Center – lock 3<sup>rd</sup> floor rooms at this time
  - 12 midnight – Anyone under 18
  - 1 am – Everyone else
  - Geneva Java (lower level of Lakeview Center) and Gym are hang-out areas for after camper lights-out.
3. Emergencies
  - Be alert to and aware of any impending severe weather.
  - Report any and all emergency situations immediately to the Assistant Coordinator, Nurse, and Camp Director.
4. Meal Server.
  - Arrive at the time listed on the schedule for the meals you are assigned.
  - You will eat before serving.

\*\*\*Check in with the Assistant Coordinator on the evening before Day 1 or Day 1 no later than 3:00pm to receive instructions and keys for the buildings.