

## MN KIDS CAMP JOB DESCRIPTION – STORE KEEPER

### OBJECTIVE

Create a fun, safe environment to sell toys, candy and souvenirs to the campers.

### REPORT TO

Assistant Coordinators

### RESPONSIBILITIES

#### Pre-camp

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

#### Camp

1. Arrive the night before your session to set up store.
  - Products, prices and supplies will be provided by the District Office.
  - Take inventory of everything in store
    - Make sure there is inventory put away for following sessions.  
Communicate with Assistant Coordinator if there seems to not be enough put away for the following sessions. (except session 4)
2. Have the store open during afternoon Rec. Periods.
3. Collect money for items purchased by the campers.
4. Restock items as they run out.
  - Let the office know if something runs out during Day 2.
5. Count money in the office at the end of each day. Rule of 2- never be alone with money!
6. Help with crowd control in the Worship Center during all services. Interact with the kids and be willing to help with disciplinary problems if necessary.
7. Two people need to use Halftime to make sure the store is clean and stocked and to pick up the money box from the office.
  - All other storekeepers need to be in the Worship Center during Halftime (counselor break) to help with crowd control.
8. Day 3 evening, take inventory of everything left in store, including what is left for the following sessions.
  - Session 1, 2 & 3, set out inventory for the following session.
    - Turn in inventory sheets to the office.
  - Session 4 pack up everything left over and all supplies to be stored for next year.
    - Give left over candy and inventory sheets to the office.
9. Meal Server.
  - Arrive at the time listed on the schedule for the meals you are assigned.
  - You will eat before serving.

