



## JOB DESCRIPTION: CHALLENGE COURSE CO-COORDINATOR

**Classification:** Seasonal-Summer

**Location:** Glisson's [Resident Programs](#)

**Reports to:** Program Director of Residential Programs

### Minimal Qualifications:

- Active Christian faith
- Passion for building Christian community by coordinating logistics, teaching, and equipping others
- Willingness to support the theological doctrines and practices of the [United Methodist Church](#)
- At least one year of college completed
- Ability and willingness to:
  - practice servant leadership while working collaboratively within a team
  - facilitate harmonious relationships and interactions between campers and fellow staff members
  - perform in potentially strenuous physical activities (hiking, lifting, etc.)
  - give and receive constructive feedback
  - solve problems creatively in fast-paced and at times high-stress environments
  - learn use of all necessary equipment and receive training certifications

### General and Specific Responsibilities:

- Collaborate with Director and Program Director to understand Glisson challenge course philosophy
  - Participate in and show competence in necessary skills taught in facilitator training offered by a certified Professional Vendor Member by the Association for Challenge Course Technology as directed
- Collaborate with Director, Program Director, and Co-Coordinator to coordinate staff training
  - Regard safety (physical and emotional) as the first priority and most important consideration in every circumstance
  - Teach belaying technique, Zipline catching, proper care of equipment, element specifics, etc.
  - Teach and ensure proper procedures and practices are used by all challenge course staff and participants
- Daily responsibilities
  - Facilitate on the challenge course
  - Create and adjust the weekly facilitator schedule
  - Supervise challenge course staff and ensure proper procedures are followed
  - Work with staff to complete incident reports as needed (accidents, injuries, etc.)
  - Keep regular and up-to-date rope and gear logs
  - Maintain a clean and organized living space and Challenge Course supply storage space
- Maintain Challenge Course Facilities and Equipment
  - Perform routine visual inspections of all challenge course elements on a regular basis
  - Perform any necessary repairs within scope of training with approval from the Program Director
  - Submit maintenance forms for any necessary repairs when all individual efforts have been exhausted
  - Wash belay ropes as needed
- Active Coordinator Team member
  - Affirm and support the ministry of North Georgia Camp and Retreat Ministries
  - Be in a supportive role to the counselor to campers ministry and be available to assist as needed at any time
  - Prepare for camp during the Spring through on site meetings, retreats, and/or online/phone discussions.
  - Ensure adherence to camp policies/procedures and Core Values
  - Attend and contribute to Coordinator Team meetings

These are not the only responsibilities assigned to this position.

Other responsibilities may be assigned and the above list may be altered as-needed.