



## **JOB DESCRIPTION: OUTPOST TEAM LEADER**

**Classification:** Seasonal-Summer

**Location:** Glisson's [Outpost Program](#)

**Reports to:** Program Director of Adventure and Travelling Programs

### **Minimal Qualifications:**

- Active Christian faith
- Passion for coaching and building Christian community
- Willingness to support the theological doctrines and practices of the [United Methodist Church](#)
- At least one year of experience on staff as a counselor or coordinator with NGRM
- Ability to:
  - engage in servant leadership while working collaboratively within a team
  - coach, lead, train, and supervise others
  - facilitate harmonious relationships and interactions between staff, parents, and campers
  - perform potentially strenuous physical activities (e.g. hiking, lifting gear, etc)
  - give and receive constructive criticism
  - solve problems creatively in fast-paced and at times high-stress environments

### **General and Specific Responsibilities:**

- Outpost Philosophy
  - Regard safety as the first priority and most important consideration in every circumstance
  - Emphasize intentionality in spiritual growth and development
  - Practice and teach small group camping as detailed in staff training
  - Ensure adherence to the Outpost Skills Progression system
- Provide Staff Support
  - Provide physical, spiritual, and emotional support for counselors
  - Help to plan, prepare, and lead 2+ weeks of staff training
  - Alongside the Director and other Team Leaders, lead, coach, and supervise a group of up to 20 counselors
  - Alongside the Director and other Team Leaders, provide counselors with constructive feedback and correction when necessary
  - Help to promote a culture of radical acceptance, safety, spiritual growth, and respect for fellow team members
- Manage Trip Logistics
  - Work with Logistics & Media Coordinators to inventory, organize, and manage gear on a regular basis
  - Fill out weekly reports and paperwork (Accident/Incident reports, rope logs, refrigerator logs, etc.)
  - Occasionally contact vendors to confirm dates and discuss any issues or details as needed
  - Work with team members to coordinate the Outpost transportation schedule
  - If 21 or older, pass required driver training to transport campers and use camp vehicles
- Site Management
  - Hold self and counselors accountable to schedule
  - Work with team members to coordinate menus, food and supply needs, and store operations
  - Help keep facilities in working order
  - Keep food and gear room neat and organized
  - Manage correct handling and record keeping of medications and allergies

These are not the only responsibilities assigned to this position. Other responsibilities may be assigned and the above list may be altered as-needed.

- Pick up, sort, and deliver Outpost mail daily
- Help coordinate group-led worship experiences with groups
- Help coordinate a weekly communion service with the Director
- Work with Media Team to coordinate and capture photo/video for each group weekly
- Active Leadership Team member
  - Before Summer
    - Be involved in planning prior to summer, including but not limited to planning meetings, certification trainings, and staff retreats
    - Attend Leadership Team retreat
    - Complete Challenge Course facilitator training as needed
    - Complete archery facilitator training as needed
  - During Summer
    - Be a supportive team member and practice Christian servant leadership
    - Help to assure adherence to camp policies and procedures
    - Perform staff evaluations throughout the summer
    - Serve at Challenge course as needed
    - Assist in planning worship experiences

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