



TRIBAL LEADER COORDINATOR

Job Description

QUALIFICATIONS AND REQUIREMENTS

- 24 years old
- Be the hands and feet of Jesus!
- Organized & Intentional
- Strong in Spiritual Leader
- Be willing to jump in where you are needed with a positive attitude
- Adequately and efficiently convey the Still Water Statement of Faith through an honest and clear explanation of the Gospel. You are the front lines of the ministry with the campers!
- Develop relationships with campers in order to speak into their life and to build trust
- Willingness to help fundraise \$250 per camp you serve through mission support
- TLC plays the “bad cop/enforcer” role, so the TL does not have to compromise their relationship

CHAIN OF COMMUNICATION

- Report to Camp Director and Program Director
- Collaborate with auxiliary staff
- Communicate well with all Tribal Leaders

PRE-CAMP RESPONSIBILITIES

- Complete and turn in Youth Protection Training and W9 Form to Hospitality Director
- Conference calls with leadership to establish expectations and explain flow of camp
- Contact all Tribal Leaders to introduce yourself, encourage, get to know & Pray with them

- **Prepare Daily Devotionals for Tribal Leaders**
- **Provide TL with cabin color two weeks prior to camp**
- **Go over Tribal Leader Tip Sheet and Roles in Daily Schedule Sheet, Cabin Rules, etc.**
- **Approve Cabin names - get second set of eyes on this from Programmer or CD**
- **Be aware of and communicate any special needs regarding allergies and meds (collaborate with Nurse & Hospitality Director)**
- **Explain Cabin Devotional Time, Cabin cleanliness, and points**
- **Explain the “COWI Award” and “I Am Third” Award**
- **Check cabins for cleanliness, toilets are clear, and there is enough beds for the estimated campers, TL’s staying in that cabin**

CAMP RESPONSIBILITIES

- **Create an environment of excitement leading up to camper arrival. Oversee Tribal Leaders during camper arrival and put out any fires.**
- **At Lights Out, collect updated cabin lists from cabins and assist with any TL or camper need (i.e. Meds, pillows, blankets, missing luggage).**
- **Check with programmer that cabins were on time for NUEYO and TOTEM for cabin points**
- **Constant communication with Tribal Leader of any camper and or TL in need of prayer and counseling and conflict resolution**
- **WAR ROOM Facilitator: lead the TL’s in a devo to encourage them in the race they’re running while also taking time to hear how they are feeling and make note of prayer requests. Allow each cabin time to share what’s been happening with their campers.**

POST-CAMP RESPONSIBILITIES

- **Gather and pack up all equipment**
- **Turn in Folder to Hospitality of Director**
- **Help with camp clean up**
- **Complete Staff Evaluation**