

# **SUMMIT FELLOWSHIP PROGRAM**

## **POSITION DESCRIPTION**

**OCTOBER 2018**



### **POSITION SUMMARY**

The Fellows are primarily involved in assisting the running of camping programs for Summit school camps, in order to best support Crusaders' mission in reaching people with the gospel of Jesus. The 4 main areas will include:

- ♦ Being a leader on Summit camps;
- ♦ Undergoing training in ministry, as well as training in Outdoor Recreation at a Certificate II level in the first year, and Certificate III level in the second year;
- ♦ Site duties at the Galston or Lake Macquarie campsites;
- ♦ Participating in team meetings and activities to support and enhance Summit.

As well as the above, a significant portion of each Fellow's time will be engaged in being involved in other aspects of Crusaders' ministry. This will involve:

- ♦ Being a leader, director or speaker on 1-3 Holiday Camps;
- ♦ Assisting other divisions with one-off projects;

Due to the nature of camping, Fellows should be prepared to work outside of regular office hours as a common occurrence. Additionally, the role is a key part of Crusaders' ministry and as such must be exercised in a way which demonstrates a commitment to evangelism and effective pastoral care for both staff and guests (teachers and students).

### **TYPICAL DUTIES**

These include but are not limited to:

- ♦ Attending approximately 35 Summit camps during the year;
- ♦ Undergoing approximately 750 hours per annum in outdoor recreation training (both through formal training blocks and practical experience);
- ♦ Undergoing approximately 200 hrs per annum in ministry and additional training in training blocks throughout the year;
- ♦ Being a part of the leadership team on 1-3 Holiday Camps per year;
- ♦ Working approximately 20-30 days per year (including occasional days on weekends) at the Galston or Lake Macquarie campsites, assisting in the running and maintenance of the sites, and running activities for guest groups staying on site;
- ♦ Other tasks such as writing and attending staff Bible studies and prayer times, attending Summit meetings, and the production of reports.
- ♦ General duties as directed by the Executive Director or his appointed proxy, which could include duties within other divisions.

## ESSENTIAL POSITION CRITERIA

The following qualities are seen as being necessary for this position:

- ♦ A mature and consistent Christian faith with active involvement in a Christian church, with sound Biblical teaching (as evidence of commitment to Christian ministry and service);
- ♦ A full agreement with Crusaders' 'Statement of Belief';
- ♦ An interest and experience in working with students from school years K - 12;
- ♦ A commitment to and belief in the value of camping for providing a positive environment for evangelism;
- ♦ Ability to work independently and within a team;
- ♦ The ability to clearly communicate with both children and adults;
- ♦ Flexibility and a willingness to do whatever tasks are required (within the bounds of their skills/abilities);
- ♦ Ability and willingness to work irregular hours as necessary;
- ♦ Appropriate health and fitness to carry out all duties in a safe and efficient manner;
- ♦ A friendly, approachable and polite demeanour;
- ♦ An ability to apply Christian faith and principles in all areas of work responsibilities;
- ♦ A strong Bible knowledge and a clear understanding of the Bible's application to the day-to-day lives of the students.

## DESIRABLE POSITION CRITERIA

These criteria are desirable, but not essential:

- ♦ Previous experience in a similar role within the education, outdoor recreation or hospitality/tourism industries;
- ♦ Qualifications in education, outdoor recreation, hospitality management or theology;
- ♦ Experience in preparing and presenting Christian talks and studies;
- ♦ A current driver's licence;
- ♦ 1<sup>st</sup> Aid training and/or Bronze Medallion.

## EMPLOYMENT CONDITIONS

**Location:** Primarily at Crusaders' Galston and Lake Macquarie campsites, or other campsites. Secondly in the Summit office, Galston Gorge.

**Status:** Fixed-term contract of 1 year 11 months, full-time.

**Award Provisions:** This position is not considered to be covered by an award and has a negotiated training allowance. Conditions are in accordance with the relevant legislation and with employment policies and procedures of the Crusader Union of Australia as issued from time to time.

**Hours of work:** Days of work are allocated via a roster. The normal training and working hours total 38 hours per week, averaged over a full year period, except for emergency situations where staff may need to work additional unplanned hours to deal with the particular situation. A typical shift would be 9am to 5pm with thirty minutes available for lunch.

Given the 'fully-programmed' nature of Summit's camps (that is, our staff run the program from before breakfast until bed time), it should be expected that work hours will extend to nights of the week during camping season and, occasionally, weekends. Time in lieu of additional hours worked and work done on public holidays will be accrued according to Crusaders 'Days in Lieu' policy.

**Personal leave and other entitlements:** All permanent Crusader employees are covered by relevant legislation and Crusaders has in place personal/carer's leave entitlements which meet or exceed this legislation. 4-weeks' annual leave is given per year and is calculated on a pro rata basis.

**Remuneration:** The salary package is based on the proportion of non-training work hours (as opposed to training hours), and is comparable to similar ministry roles and cadetships. For 2019, the annual package is approximately \$25,000, including salary, superannuation, training, food and accommodation. The salary and superannuation component of this is \$20,000 during the first year, and is paid in fortnightly instalments. In the second year, this amount increases to \$20,500, with an additional \$500 bonus given to those graduating after 2 years with the successful completion of a Certificate III in Outdoor Recreation.

As a 'Religious Practitioner' you may be able to take up to 45% of your salary package as a tax-exempt Ministry Expense Account. Food and accommodation is provided while on camps, and Summit staff are not charged tuition or training fees for training given during their tenure. The total value of these non-reportable fringe benefits is approximately \$5,000. Additional costs involved in approved training courses and approved out-of-pocket expenses are reimbursed. In some cases, Centrelink assistance and a concession card may be obtained, so long as the Fellowship continues.

## **PROHIBITION**

Prohibited persons under applicable Child Protection legislation are ineligible for this position. Continuing to meet these requirements will be essential for continued employment. Prior to commencing employment, you must provide your Working with Children Check number or application number.

Further details on this process can be accessed at:

<https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>

## WHY CHOOSE CRU?

Crusaders is a Bible-based, interdenominational Christian youth organisation whose mission is to help the students of the independent schools of Australia to know and follow Jesus. We seek to expose students to the gospel, win them to Christ, disciple them in their faith and train them for a lifetime of service.

We work towards this purpose using three core ministry strategies:

- ♦ Summit Educational Camps, which runs fully programmed camps for school groups during term times;
- ♦ CRU Holiday Camps, which runs residential and day camps for school students during school holidays; and
- ♦ Schools Ministry, which encourages and supports Christian groups in independent schools, and which speaks in school chapels and assemblies.

This ministry is underpinned by administrative support, and by the operation of Conference and Recreation Centres at Galston and Lake Macquarie where students and campers can enjoy a fantastic camp experience while at the same time grow in their faith.

We pray and work so that each employee will grow in their relationship with God and will develop new skills and abilities to serve Him. Our staff are committed Christians who look to work together as a team to build each other up, not just to be productive workers, but to be people who will grow in their love and knowledge of God.

## APPLY NOW

Additional information about Summit can be obtained on the Crusaders website - [www.crusaders.edu.au/getinvolved/career/join-the-summit-team/](http://www.crusaders.edu.au/getinvolved/career/join-the-summit-team/)

Alternatively, contact Lisa on (02) 9653 1676, or email [staffing@crusaders.edu.au](mailto:staffing@crusaders.edu.au).

**Application forms** can be found on the website listed above, or can be requested via telephone or email using the details above.