



**PORTAGE
LAKE BIBLE
CAMP**

MEDIA/TECH STAFF JOB DESCRIPTION

Our intention each summer is that the life of every person who comes to camp is impacted for Christ, including those who are on staff. As a summer staff member at Portage Lake Bible Camp, you will be stepping into an instrumental role of ministry and leadership. This is an opportunity to live in Christian community, lead and disciple campers, serve our guests, and be mentored in your walk with Christ. Our desire is to equip you well for your role this summer and give you skills and experience that you will use well beyond just this summer.

General Qualifications:

- At least 18 years of age.
- Completion of one year of college or have one-year post-high school preferred.
- Has a personal relationship with the Lord and basic Biblical understanding.
- Desire to pursue personal growth.
- Is a positive Christian role model with a servant attitude.
- Willingness to live in an intentional Christian community.
- Be a team player and have the ability to serve outside of job description when needed.
- Commitment to live and act in accordance with Portage Lake Bible Camp and the Evangelical Covenant Church beliefs and values while employed at PLCBC.
- Eagerness to live in a rustic, unplugged setting.

Specific Qualifications:

- Experience in videography and photography is required.
- Ability to use computer software for editing photos and videos.
- Experience in running audio/visual for worship services is highly preferred.

Duties and Responsibilities:

- Responsible to the Marketing Director.
- Participate and engage in all aspects of staff training and on-boarding.
- Responsible for the stewardship and maintenance of all media equipment.
- Be present for camp programming through attending events, games, chapel, etc. and float around camp during free time to capture photos and video footage.
- Create a video and slideshow that highlights the week of camp; create a promotional video of the entire summer for use in the next year's promotional and recruiting events.
- Upload photos on Smug Mug daily.
- Work closely with the Worship Director and Camp Speaker and run the soundboard for worship times.
- Support counseling staff by engaging assigned cabin throughout the day and sleeping with the campers in their cabin each night.

- Responsible for maintaining a clean and tidy cabin and all shared spaces.
- Participate in general camp cleaning, maintenance, and assist in the kitchen.
- Timely attendance and participation in all staff meetings and debriefs.