

Program Assistant Between May 19, 2025 and August 2, 2025

Join our team at Laurel Ridge Camp, Conference, and Retreat Center as a Program Assistant during Summer Camp! We're looking for an energetic young adult who loves the outdoors and has a passion for sharing their faith with campers of all ages.

About Us:

Laurel Ridge, located in Laurel Springs, NC 28644, offers year-round facility rentals to individuals and groups from churches, nonprofits, civic organizations, educational institutions, government agencies, and professional organizations. Additionally, we host special events and programs for all ages in the breathtaking setting of the North Carolina high country.

Our summer camp, running from June through early August, is owned and operated by the Moravian Church in America, Southern Province. As a nonprofit ministry of the church, our mission is: *"Laurel Ridge is a mountain place set apart for forming disciples of Jesus Christ who live and learn in community to serve in the world."*

We are proud to be a church camp dedicated to fostering community, faith, and service in a truly inspiring environment.

The Program Assistant will work closely with the Program Manager to provide support and leadership for the Summer Camp Season at Laurel Ridge. The role begins immediately, with initial planning and meetings via Zoom with the Program Manager and planning teams. The position will officially start on May 18, 2025, and end on August 2, 2025.

What You'll Be Doing:

- Work with the Program Manager to provide overall support during the summer camp season, including but not limited to:
 - Be a resource to help both campers and counselors have a meaningful camp experience.
 - Collaborate with the Program Manager to provide program support during worship, activities, and daily campfires.
 - Assist in program support for camp activities.
 - Serve as a role model for the entire camp community through interactions with campers, volunteers, and staff.
 - Help organize and lead team-building activities for campers.
 - Coordinate and facilitate group discussions on relevant topics for campers.

Required:

- Willingness to serve others in a fun, challenging environment.
- Ability to work well within a team and prioritize the needs of others.
- Strong communication skills to effectively interact with campers and staff.
- Ability to adapt to changing situations and problem-solve effectively.

Preferred:

- Ability to play an instrument during program time.
- Current lifeguard certification.

- Experience leading outdoor recreational activities such as hiking or canoeing.
- Knowledge of basic first aid and CPR (training and certification will be provided by Laurel Ridge).
- Experience facilitating group discussions and team-building exercises.

Additionally: The Laurel Ridge team collaborates to ensure the camp runs smoothly, which may include taking on additional tasks that arise during the summer. Everyone works together to make the camp experience exceptional.

Pay:

Compensation is provided as a stipend, starting at \$800 per month for those with no experience, along with room and board included.

Our Commitment:

Here at Laurel Ridge Camp Conference and Retreat Center, we're dedicated to creating a diverse, equitable, and inclusive environment for all our staff and campers. We welcome individuals from all walks of life and aim to make everyone feel like they belong.

Equal Opportunity:

Laurel Ridge Camp Conference and Retreat Center is an equal opportunity employer that values diversity and does not discriminate based on race, color, religion, gender, age, national origin, disability, sexual orientation, or any other protected status.