



TZEVET GADOL (SUMMER STAFF) JOB DESCRIPTIONS

Madrichol L'Fi Shichvah (Bunk Counselor)

Overview: Madrichimot (counselors) are primarily responsible for creating a fun, safe, and supportive summer for the *shichvah* (age group) of *chanichimot* (campers) they work with.

Essential Functions:

- Prioritize health and safety of all campers.
- Live with the campers.
- Supervise the campers at all activities and know the whereabouts of all campers in their charge.
- Plan and execute all activities in partnership with their *tzevet katan* (unit staff).
- Be a *dugma* (role model) in all aspects of behavior.
- Communicate the philosophy and values of *machaneh* (camp) to the campers in a positive and appropriate manner.
- Communicate concerns about the campers' physical or emotional health to the *melavol* (camper care coordinator), Rosh (seasonal director), nurse, and/or camp director.
- Assist campers in developing independence, new skills, and a sense of responsibility.
- Facilitate positive group dynamics.
- Attend all *asefot* (staff meetings).
- Be an accountable, respectful, and adaptable member of *tzevet* (staff).
- Complete all required staff trainings during construction.

Nitzanimot Madrichol

Overview: Nitzanim Madrichimot are responsible for running our week-long program for 8 year olds during the summer.

Essential Functions:

- Plan and run a *tochnit* (educational program) for Nitzanimot.
- Supervise Nitzanimot intently throughout their week at *machaneh* (camp).
- Ensure the health, safety, and inclusion of all Nitzanimot.
- Facilitate the inclusion of the Nitzanimot into regular camp life in preparation for a full session the following summer.
- Be available for the majority of construction and at least the first two weeks of *machaneh* (camp).

Tzevet Mitbach (Kitchen Staff)

Overview: Tzevet Mitbach (kitchen staff) is responsible for following the directions of the Rashei Mitbach (Kitchen Managers), cooking food, and cleaning the cooking area. Additionally, they are responsible for abiding by and upholding Health Department and ACA health codes for food handling, food preparation, and food storage.

Essential Functions:

- Prepare meals for *machaneh* (camp) on a daily basis.
- Understand health standards and keep the *mitbach* up to code throughout the course of the summer.
- Hold *tzevet* (staff) accountable to following *mitbach* rules and health codes.
- Maintain a kosher kitchen, and be aware of and attentive to dietary needs and allergies of all campers and staff.
- Help with receiving orders; unloading; checking inventory; straightening shelves and refrigerators; cleaning the kitchen bathroom; and keeping the kitchen and storage areas clean and sanitary.

Communications Specialist

Overview: The Communications Specialist will keep campers' families up to date and informed via regular blog posts and photos, in order to reassure families that their child is having an amazing time.

Essential Functions:

- Upkeep a blog of daily life at camp that will be posted every 2-3 days (and communicate the blog's schedule to parents at the start of the summer).
- Take pictures of all activities during the day and post pictures regularly to Facebook and Instagram; and upload pictures to draft albums CampMinder every 2-3 days and let Community Engagement Coordinator know when drafts are ready to publish.
- Organize and make promotional videos/slideshows throughout the summer.
- The Communications Specialist is responsible for other communications-related tasks at *machaneh*, including *chadashot* (regular news updates for the whole camp).

Gan Specialist (Nature/Garden Specialist)

Overview: The Gan Specialist will bring education on environmentalism, sustainability, and the outdoors to camp by developing a *tochnit* (educational resource) ahead of the summer that revolves around *gan* (garden) and *teva* (nature) activities at Mosh. The Gan Specialist will be responsible for the *gan*, the *pinat chai* (the animal farm), and all *teva* education.

Essential Functions:

- Lead campers in efforts to make Mosh greener and develop a vision of sustainability for Mosh.
- Prepare resources for *tzevet* (staff) on environmentalism, and help plan and lead all education for campers on these topics.
- Coordinate planting of *gan* (garden) with Caretaker.
- Run *anaf gan/pinat chai* (gardening and care of animals work group) and *teva* (nature) activities during the summer.
- Oversee all activity in the *gan* (garden), as well as maintaining the *gan* and animal supplies.

Guerilla Rabbi (Judaism Specialist)

Overview: The Guerilla Rabbi is responsible for bringing creative and dynamic Jewish education centered on our values to *machaneh* (camp) by developing a *tochnit* (educational program) prior to the summer and for Shabbat programming and other Jewish practices/celebrations at camp.

Essential Functions:

- Continue to explore new opportunities for practicing Judaism at Mosh.
- Make Judaism relevant at *machaneh* (camp) to *chanichimot* (campers) and *tzevet* (staff). Empower *chanichimot* and *tzevet* to bring their own Jewish practice and identity to our wider community.
- Compile resources for use by the rest of *tzevet gadol*.
- Help infuse Shabbat with Jewish practices and learning that feels relevant and meaningful to *chanichimot* and *tzevet*.

Sports Specialist

Overview: The Sports Specialist is responsible for ensuring that physical activity is fun, inclusive, and constructive at *machaneh* (camp). They are responsible for planning and facilitating all sports-related activities at camp. The Sports Specialist will be responsible for developing a *tochnit* (curriculum) prior to the summer that focuses on physical activity, wellness, fitness, and inclusion.

Essential Functions:

- Order and maintain all sports equipment.
- Provide resources of ways to use physical education in *peulot* (activities/programs) and to engage *chanichimot* (campers) in healthy sports activities.
- Foster a healthy and inclusive spirit in all sports and competitive games that *chanichimot* (campers) engage in at camp. Take an active role in creating an environment of openness and accessibility for all *chanichimot* in physical fitness.
- Take responsibility for planning and running *mischakim* (sports/games time) as a fun, engaging, and educational time of day.

Malechet Yad Specialist (Arts and Crafts Specialist)

Overview: The Malechet Yad Specialist is responsible for infusing art into daily life at *machaneh* (camp). They are responsible for keeping the meleched yad (arts and crafts building) stocked, clean, and organized; and for developing a *tochnit* (curriculum) prior to the summer to bring art education and our values to both *tzevet* (staff) and *chanichimot* (campers).

Essential Functions:

- Develop resource binder of cool art projects, artistic methods for *peulot* (programs), ways to learn about Judaism through art, etc.
- Infuse all aspects of camp life with art.
- Set up and maintain the *melech yad* as a space where *chanichimot* (campers) can spend time, work on creative projects, and express themselves.
- Plan art-based activities for *chugim* (clubs), *sadna 'ot* (workshops), and special days.

Rosh Brecha (Pool Operator)

Overview: The Rosh Brecha is responsible for the maintenance and operations of the pool throughout the summer.

Essential Functions:

- Be responsible for maintenance of the pool: testing the water for proper pH and chlorine levels; cleaning the pool and deck; and checking for maintenance needs.
- Report maintenance needs to the camp directors, who then contact the camp's pool company for repairs.
- Act as the head lifeguard: coordinate the schedules of all of the lifeguards and pool watchers on staff; and supervise them in their duties.
- Work collaboratively with Aquaculture lifeguards and staff.
- Ensure that all pool rules are followed at all times by campers and staff.
- Ensure that all ACA and DHMH standards for pool operations are being met at all times.

Rosh Chadar (Dining Hall Manager)

Overview: The Rosh Chadar is responsible for ensuring the upkeep of the *chadar ochel* (dining hall) and *chadar shtifah* (dishroom) according to all camp health and hygiene standards.

Essential Functions:

- Coordinate and facilitate daily *toranut* (kitchen duty) for all campers and staff.
- Coordinate the campers and staff in the serving of food; setting and clearing the tables; washing the dishes; and sweeping and mopping the dining hall floor.
- Coordinate and facilitate daily *anaf Aruchat Boker* (*toranut* for breakfast).
- Help with receiving orders; unloading deliveries; straightening shelves and refrigerators; cleaning the kitchen bathroom; and keeping the kitchen and storage areas tidy.
- Ensure that the dining hall and dishroom meet ACA and Health Department standards for cleanliness and food handling.

Menaheg (Driver)

Overview: The Menaheg is responsible for making regular trips out of *machaneh* (camp) to buy supplies for camp, run any needed errands, and reach help in case of emergency situations.

Essential Functions:

- In conjunction with the Caretaker, is responsible for regular checks of camp vehicles and for reporting any issues to camp directors.
- Works with Technis (technical directors) to coordinate daily trips for supply purchases; transportation of campers to medical appointments (as determined necessary by the nurses); transportation of campers to/from the airport; and other runs as needed.
- Maintains receipts and other purchase records for proper reporting and reconciliation of bills, and a clear sense of budget and receipt organization.
- Be in constant communication with Techni about supply lists and receipts.
- Procure budget-friendly and necessary materials for camp.
- Transport campers when necessary. Be trained and familiar with all emergency procedures in relation to transporting campers whose health and safety are in danger.
- Be a safe, licensed, and insured driver, age 21 or older.

Medic

Overview: The Medic will be part of the healthcare team at camp. They will work with the camp nurses to meet the health and safety needs of the campers and staff.

Essential Functions:

- Aid nurses in daily functioning of *mirpa'ah* (health center) and care of *chanichimot* (campers). Serve as intermediate between nurses, *Melavimot* (Camper Care Coordinators), *tzevet* (staff), and *mazkirut* (leadership team), facilitating better communication and understanding.
- Prioritize health and safety at *machaneh* (camp) and lead efforts to implement healthy practices.