

WESTMINSTER WOODS

2024 Summer Staff Information and Application

Application:

To apply, please **send a cover letter and resume** to summerprograms@westminsterwoods.org

In your cover letter, please state which camps and positions you are applying for. Then, please fill out the Camp Heartwood, Camp Soulspring, Friendship Camp or any combination of the three applications using the QR codes below located on page 2.

Questions:

Contact our Summer Programs Department.

By email:
summerprograms@westminsterwoods.org

By phone:
(707) 874-2426 ext. 612

About the Woods

Westminster Woods Camp and Conference Center is located on 200 acres of redwood forest in the coastal hills of Western Sonoma County, California. During summer, we provide week long residential overnight programs in spiritual, environmental, social emotional education for people of all ages.

About our Summer Staff

Because many religious communities are often racially segregated, Westminster Woods intentionally hires a racially diverse staff that share a common love for God, demonstrating the common love that is possible between individuals who come from different backgrounds. Our diverse staff is essential as we encourage campers to build spiritual community. Having diverse role models serves the combined goal of empowering campers to learn from both those who are similar to themselves and those who are different. We also find it important that the diversity of our staff reflects that of our campers. We are dedicated to provide a transformational experience for each camper. Our leadership staff are required to have at least two years of previous childcare experience and the majority of our entry level staff are camper alumni. Each staff member goes through a week-long deliberate and focused training that ensures campers are well supported.

The Purpose of Summer Programs

Our two principle programs, [Camp Heartwood](#) and [Camp Soulspring](#), lovingly referred to as the Heart and Soul of Westminster Woods, are both residential summer camps. These two programs comprise the majority of the summer calendar with each program offering multiple six-day sessions. We also offer three specialty programs, [The Grove](#), [Woods to Waves](#), and [Friendship Camp](#), that offer a unique experience catered to a specific population. Our Summer Programs embrace Westminster Woods' slogan of "A Sanctuary for Transformative Experiences" for all campers who come across our bridge. We bring together youth from different communities throughout California for a wonderful week in the redwood forest. Our programs foster growth in our campers through personal development, spiritual exploration, social inclusion, and environmental awareness. Westminster Woods gives campers the opportunity to sift through the complexities of how to love and be loved in community. Westminster Woods ensures that everyone who comes across our bridge is welcomed and respected.



Applying For Summer Staff

Applicants may apply for to be on the staff of Camp Heartwood, Camp Soulspring, Friendship Camp, or any combination of the three. We encourage applicants to work all three programs, however, applicants may apply to work for just one or two programs.

Applicants applying for Camp Heartwood must commit to:

- O-Week: June 08-June 14
- Week 1: June 16-June 21
- Week 2: June 23-June 28

Applicants applying for Camp Soulspring must commit to:

- O-Week: June 08-June 14
- Family Camp: June 30-July 5
- Week 4: July 7-July 12
- Week 5: July 14-July 19
- Week 6: July 21-July 26
- Staff Closing: July 27th

Applicants applying for Friendship Camp must commit to:

- Friendship Camp Training: August 01-August 04
- Friendship Camp: August 05-August 08

EQUAL EMPLOYMENT OPPORTUNITY

Westminster Woods is both an equal opportunity employer and a faith-based religious organization. We are firmly committed to a policy of equal opportunity and equal treatment for all applicants and employees, regardless of race/ethnicity, color, sex, national origin, ancestry, age, marital status, sexual orientation, gender identity, protected disability status, veteran status, religious affiliation, or any other legally protected status. All actions affecting personnel are administered fairly and following applicable laws. This policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.

WE ARE FAITHFULLY INCLUSIVE

Many programs and organizations may say it, but we welcome any young person of any faith background into our community. And they're not just welcome, we enthusiastically invite those individuals and every member of our community to openly share their own faith backgrounds if they're willing. At Camp Soulspring, we invite energetic discussions about matters of faith. It is our experience that young people are hungry for such discussions and ripe with questions but often suppress those feelings for a multitude of reasons. We believe the process of sharpening one's own beliefs, reasoning, and discovering clarity through powerful discussions is paramount to a healthy spiritual life. Of course, the ceremonies and traditions of Camp Soulspring are informed by our Christian faith, but we intentionally design each program feature to be inclusive and respectful to different points of view. Our emphasis on Matthew 7:12 is opportune because its sentiment is echoed in every other major religion on earth, and universally known as The Golden Rule. This allows us to transcend theological differences and speak the universal truth that is the Gospel while not compromising the beliefs of anyone. In doing so, we celebrate the diversity of beliefs, and bear witness to how this beautiful collection of different beliefs is sewn together with the golden thread of The Golden Rule, creating the living tapestry of Love & Faith our camp is renowned for.

Applications:

Please scan the QR codes according to fill out our online applications. Be sure to **send your resume and cover letter** to summerprograms@westminsterwoods.org before filling out the following applications.



Camp Soulspring App



Camp Heartwood App



Friendship Camp App

ABOUT CAMP HEARTWOOD

Camp Heartwood is a secular Summer Camp that fosters character development in young people through the dynamic exploration of Friendship, Bravery, and the Power of Choice. Designed by some of the best youth development professionals in the world, this program masterfully blends social emotional learning with epic fun and a sprinkle of chaos culminating in an unforgettable summer camp experience. There are legendary games, ropes course adventures, Paradigms and Traditions that the camp community experiences together, but we give each camper the power to shape the majority of their experience through an innovative elective system called *Choose Your Own Adventure*. This delicate balance of freedom and structure provides powerful opportunities for our campers to develop social skills, face their fears, and exercise responsibility in a safe, supportive environment.

ABOUT FRIENDSHIP CAMP

Friendship Camp is a week for adults with developmental disabilities to express joy, create friendships, embrace nature, and worship God. Surrounded by our loving staff, Friendship Campers experience fellowship, relaxation, and all around camp fun. Join us in a community of loving individuals, all who recognize and celebrate that everyone is a child of God. Our daily schedule serves as a guideline, ready for adaptation and change. Westminster Woods best serves this population by meeting campers at their varying degrees of ability. Practicing patience, humor, and empathy is part of the daily routine and allows campers to exercise their own autonomy within that container of a summer camp setting.

ABOUT CAMP SOULSPRING

Camp Soulspring is a faith-based Summer Camp that nurtures the social and spiritual development of young people by helping them create meaningful relationships between Self, Others, Nature, and God. Immersed in over 50 years of summer camp history, campers are swept away in a tidal wave of games, forest excursions, ropes course adventures, and sacred traditions. Within this beautifully diverse community, campers witness the natural wonders of the redwood forest and creatively explore their faith all while having more fun than you can possibly imagine. Our program is guided by a single proverb, commonly known as The Golden Rule: *“So in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets” (Matthew 7:12)*. This sentiment, spoken by Jesus Himself, and echoed in the texts of every major religion on earth, is the spiritual cornerstone of Camp Soulspring. We firmly believe the Golden Rule is “True North,” and we help campers find true north with whatever spiritual compass they’re holding.

Between our campers and staff, our population reflects the diversity of the greater Bay Area, which is to say that it is genuinely diverse in every way. Beginning on day one of Camp Soulspring, we deploy the first in a series of advanced social emotional learning (SEL) activities, anchored thematically to the Matthew 7:12 and designed to build bridges between campers from very different walks of life. In this first experience, we teach campers some simple skills, and then have them immediately apply those skills with other campers to instantly “break the ice” of the new community. As the session unfolds, we continue sequencing in thematic SEL activities enabling practical, age-appropriate explorations of the things that often act as barriers between different types of people. By taking this head-on approach to social tension, we form a true community, capable of solving conflicts in a peaceful way, and continuously fortified through campers learning and practicing increasingly advanced social skills. And the effects of these lessons reach far beyond the boundaries of camp, as the skills and friendships they develop here tend to last a lifetime.

2024 SUMMER POSITIONS DESCRIPTIONS

Camp Soulspring Staff

Living Unit Coordinator: *Compensation starts at \$700 per week.*

Camp Soulspring's Living Unit Coordinators help implement a safe, exciting, and inspiring week for youth that conveys the inclusive love and acceptance of God for all people. Living Unit Coordinators direct, implement and supervise one out of three living units, setting vision and structure, caring for staff, and overseeing administrative responsibilities. Coordinators must have a strong understanding of the Mission of Westminster Woods and the Vision of the Summer Programs Department. Coordinators work closely with the Year Round Summer Programs Team.

- Required at least 2 years of childcare experience or 2 years of being on Summer Staff
 - Supports, guides, and leads Activity Directors and Cabin Leaders assigned to their Living Unit
 - Heavy focus on establishing relationship with the campers in your Living Unit. Living Unit Coordinators are campers leadership figure while at camp.
 - Must work closely with the Year Round Summer Programs Team in months leading up to summer.
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Activities Director: *Compensation starts at \$625 per week.*

Camp Soulspring's Activity Directors (AD) are responsible for facilitate small and large program games and activities. ADs must be well organized, able to work well with campers and fellow staff, and able to facilitate social emotional learning activities. As facilitators, the AD leads Adventure Groups consisting of 12-15 campers. Responsibilities for this position include presenting daily experiential education lessons stemming from The SONG curriculum, leading discussions and games, assisting in the leadership of daily onsite adventures, and initiating team building activities. It is important that they be a supportive team player with relational ministry skills. ADs must have an ability to relate to and teach youth as well as adults, and should have experience in facilitating faith exploration, team building initiatives, and recreational activities. Applicants should have a lot of energy and creativity.

- Required at least 2 years of childcare experience or 2 years of being on Summer Staff
 - Expected to facilitate social emotional learning activities
 - Heavy focus on establishing relationship with the campers in your Living Unit.
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Cabin Leaders: *Compensation starts at \$544 per week.*

Camp Soulspring's Cabin Leaders are role models for the campers in their cabins. Cabin Leaders are able to facilitate small group discussions, love children and youth, enjoy outdoor life, singing, water activities, games, and sports. Cabin Counselors are assigned to live with a group of campers during the week and be responsible for their physical and spiritual welfare. In cabins, Cabin Leaders are responsible for the care take of each camper, facilitating social emotional learning activities, and connecting with each camper, providing each camper a transformative experience. Other responsibilities include learning how to facilitate social emotional learning activities, help create and facilitate electives, assist on the Challenge Course, supervise free time, and support groups in a creative way.

- An entry level position, no previous experience required (but desired)
- Learn how to facilitate social emotional learning activities
- Help lead games, activities, and support Challenge Course elements.
- Heavy focus on establishing relationship with the campers in your cabin.

2024 SUMMER POSITIONS DESCRIPTIONS

Camp Soulspring Staff

Logistics Team: *Compensation starts at \$600 per week.*

Camp Soulspring's Logistics Team are responsible the behind the scenes set up and take down of all games and activities. The Logistics Team must be dynamic, flexible, and ready to assist any spontaneous need. The Logistics Team works closely with Camp Soulspring's program staff in creating a magical experience for all campers. The Logistics Team is also responsible for program material maintenance and the organization of all equipment at camp.

- Required at least 1 year of being on Summer Staff
 - Red Cross or Ellis Lifeguard Training certificate required. First Aid and CPR certificates required. If you do not have a certificate, Westminster Woods provides Lifeguard, First Aid, and CPR trainings.
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Photo Buddy: *Compensation starts at \$575 per week.*

Camp Soulspring's Photo Buddy is responsible for capturing joyous and magical moments at camp. The Photo Buddy is on top of Camp Soulspring's schedule, plans out each day of where best to take photo's of campers experiences, and then uploads photos at the end of everyday to SmugMug, our photo sharing site, so that guardians at home are able to see their campers in action at camp. The Photo Buddy requires having childcare experience and knows how to connect with campers before taking their photo's. The Photo Buddy captures the heartwarming events that campers will remember for a lifetime.

- Required at least 1 year of being on Summer Staff and Photography experience
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Crafty Buddy: *Compensation starts at \$575 per week*

Camp Soulspring's Crafty Buddy designs daily crafts at The Craft Shack. The Crafty Buddy also manages the Craft Shack so that everything maintains organized. Must have childcare and facilitation experience for the Crafty Buddy facilitates campers every day in various craft activities. The Crafty Buddy works closely with Camp Soulspring's Program Staff to help produce arts and crafts that are aligned with programming and do not access unnecessary waste.

- Required at least 1 year of being on Summer Staff and arts and craft experience.
-

Redwood Center First Aider: *Compensation starts at \$575 per week*

The responsibilities for Redwood Center First Aider include maintaining safety for all guests and campers at Westminster Woods, assist volunteer registered nurses in the daily dispensation of medical care, and provide immediate medical aid to individuals with common camp injuries. Along with the volunteer registered nurses, the First Aider helps manage Camp's Redwood Center (nurses office). These individuals must be reliable and have good communications skills, as well as have the ability to cope with stressful emergency events.

- Required at least 1 year of being on Summer Staff and First Aid experience

2024 SUMMER POSITIONS DESCRIPTIONS

Camp Heartwood Staff

Cabin Counselor: *Compensation starts at \$625 per week.*

Camp Heartwood's Cabin Counselors are the heart and soul of the entire program. Cabin Counselors are assigned eight campers for the week. In cabins, Cabin Counselors are responsible for the care take of each camper, facilitating social emotional learning activities, and connecting with each camper, providing each camper a transformative experience. Cabin Counselors must have a desire and ambition to learn and practice advanced childcare skills and must be ready for long but worthy days.

- Required at least 2 years of childcare experience or 2 years of being on Summer Staff
- Expected to facilitate social emotional learning activities
- Heavy focus on establishing relationship with the campers in your cabin. Cabin Counselors are campers leadership figure while at camp

Support Counselors: *Compensation starts at \$544 per week.*

Camp Heartwood's Support Counselors are known as jack of all trades. Support Counselors must maintain open minds and flexibility as they serve Camp Heartwood in a variety of ways. Support Counselors will be tasked with stepping in for Cabin Counselors anywhere from 30 minutes to 24 hours in a day. When Support Counselors are not with a cabin, Support Counselors help create and facilitate electives, assist on the Challenge Course, supervise free time, and support groups in a creative way. Support Counselors do not sleep in cabins.

- An entry level position, no previous experience required (but desired)
- Learn how to facilitate social emotional learning activities
- Help lead games, activities, and support Challenge Course elements.
- Focus on establishing relationships with *all* campers at Camp Heartwood

Logistics Team: *Compensation starts at \$600 per week.*

Camp Heartwood's Logistics Team are responsible the behind the scenes set up and take down of all games and activities. The Logistics Team must be dynamic, flexible, and ready to assist any spontaneous need. The Logistics Team works closely with Camp Heartwood's program staff in creating a magical experience for all campers. The Logistics Team is also responsible for program material maintenance and the organization of all equipment at camp.

- Required at least 1 year of being on Summer Staff
- Red Cross or Ellis Lifeguard Training certificate required. First Aid and CPR certificates required. If you do not have a certificate, Westminster Woods provides Lifeguard, First Aid, and CPR trainings.

2024 SUMMER POSITIONS DESCRIPTIONS

Camp Heartwood Staff

Photo Buddy: *Compensation starts at \$575 per week.*

Camp Heartwood's Photo Buddy is responsible for capturing joyous and magical moments at camp. The Photo Buddy is on top of Camp Heartwood's schedule, plans out each day of where best to take photo's of campers experiences, and then uploads photos at the end of everyday to SmugMug, our photo sharing site, so that guardians at home are able to see their campers in action at camp. The Photo Buddy requires having childcare experience and knows how to connect with campers before taking their photo's. The Photo Buddy captures the heartwarming events that campers will remember for a lifetime.

- Required at least 1 year of being on Summer Staff and Photography experience
-

Crafty Buddy: *Compensation starts at \$575 per week*

Camp Heartwood's Crafty Buddy designs daily crafts at The Craft Shack. The Crafty Buddy also manages the Craft Shack so that everything maintains organized. Must have childcare and facilitation experience for the Crafty Buddy facilitates campers every day in various craft activities. The Crafty Buddy works closely with Camp Heartwood's Program Staff to help produce arts and crafts that are aligned with programming and do not access unnecessary waste.

- Required at least 1 year of being on Summer Staff and arts and craft experience.
-

Redwood Center First Aider: *Compensation starts at \$575 per week*

The responsibilities for Redwood Center First Aider include maintaining safety for all guests and campers at Westminster Woods, assist volunteer registered nurses in the daily dispensation of medical care, and provide immediate medical aid to individuals with common camp injuries. Along with the volunteer registered nurses, the First Aider helps manage Camp's Redwood Center (nurses office). These individuals must be reliable and have good communications skills, as well as have the ability to cope with stressful emergency events.

- Required at least 1 year of being on Summer Staff and First Aid experience

2024 SUMMER POSITIONS DESCRIPTIONS

Friendship Camp Staff

Program Coordinator: *Compensation starts at \$700 per week.*

Friendship Camp's Coordinators help implement a safe, exciting, and inspiring week for participants that conveys the inclusive love and acceptance of God for all people. The Program Coordinator creates, directs, implements and supervises all of Friendship Camp, setting vision and structure, caring for staff, and overseeing administrative responsibilities. Coordinators must have a strong understanding of the Mission of Westminster Woods and the Vision of the Summer Programs Department. Coordinators work closely with the Year Round Summer Programs Team.

- Required at least 2 years of childcare experience or 2 years of being on Summer Staff.
 - Supports, guides, and leads Cabin Counselors and The Logistics Team.
 - Heavy focus on establishing relationship with all campers and staff. Coordinators are the leadership figure while at camp.
 - Must work closely with the Year Round Summer Programs Team in months leading up to summer.
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Cabin Counselors: *Compensation starts at \$544 per week.*

Friendship Camp's Cabin Counselors are role models for the campers in their cabins. Cabin Counselors are co'd with another Cabin Counselor and manages a cabin of five participants. Cabin Counselors are responsible for the care take of each camper, assisting in the needs of each camper, and connecting with the entire cabin. Cabin Counselors must have a desire and ambition to work with adults with developmental disabilities and must be ready for long but worthy days.

- An entry level position, no previous experience required (but desired).
 - A desire to work with adults with developmental disabilities.
 - Heavy focus on establishing relationship with the participants in your cabin.
-

Logistics Team: *Compensation starts at \$600 per week.*

The Logistics Team is responsible behind the scenes set up and take down of all games and activities. The Logistics Team must be dynamic, flexible, and ready to assist any spontaneous need. The Logistics Team works closely with Friendship Camp's Program Coordinator in creating a magical experience for all campers. The Logistics Team is also responsible for program material maintenance and the organization of all equipment at camp.

- Required at least 1 year of being on Summer Staff
- Red Cross or Ellis Lifeguard Training certificate required. First Aid and CPR certificates required. If you do not have a certificate, Westminster Woods provides Lifeguard, First Aid, and CPR trainings.

2024 SUMMER POSITIONS DESCRIPTIONS

Friendship Camp Staff

Photo Buddy: *Compensation starts at \$575 per week.*

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- Required at least 1 year of being on Summer Staff and Photography experience
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Crafty Buddy: *Compensation starts at \$575 per week*

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- Required at least 1 year of being on Summer Staff and arts and craft experience.
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Redwood Center First Aider: *Compensation starts at \$575 per week*

The responsibilities for Redwood Center First Aider include maintaining safety for all guests and campers at Westminster Woods, assist volunteer registered nurses in the daily dispensation of medical care, and provide immediate medical aid to individuals with common camp injuries. Along with the volunteer registered nurses, the First Aider helps manage Camp's Redwood Center (nurses office). These individuals must be reliable and have good communications skills, as well as have the ability to cope with stressful emergency events.

- Required at least 1 year of being on Summer Staff and First Aid experience