

# Job Description for Riding Staff at Camp Hollymont

## Qualifications:

- Riding staff must have completed their senior year in high school and/or have sufficient work experience to demonstrate the maturity and equestrian skill level necessary to:
  - (1) teach the campers proper equestrian techniques
  - (2) ensure the safety of fellow riding staff members, the campers, and the horses.
  
- Riding staff are responsible for the care of the horses. This includes carrying hay bales, cleaning stalls, using a wheelbarrow to move manure and shavings, and grooming the horses.  
Physical requirements include the ability to lift up to 50 pounds daily and 75 pounds occasionally and to work outdoors (conditions range from hot and dusty to cool and muddy).
  
- Since riding staff are responsible for campers in an emergency situation, riding staff must be physically able to accomplish the evacuation of campers from a three-story building.
  
- Riding staff must be physically and emotionally able to cope with the stresses associated with the 24-hour care of minors and horses.
  
- Riding staff must exhibit an ability and willingness to meet staff qualifications listed in the staff guidelines.

**Responsible to:** The Riding Director who is in charge of all activities relating to the Hollymont Riding Program and the Hollymont Stables.

**Works Primarily with:** The Riding Director and the Skills Facilitator (who is in charge of the daily skills program supervision.)

## Responsibilities:

1. Riding staff are responsible for the care and upkeep of the Hollymont horses and stables.
2. Riding staff are expected to attend all scheduled riding skill periods.
3. Riding staff are expected to attend all meals unless they have prior approval from the Riding Director or if the meal occurs during regularly scheduled time off.
5. Riding staff are expected to participate in evening camp activities when their talents or supervisory presence is needed . Examples: (Council Ring, Carnival Night, Country Fair Night, Opening Night Skit, Rockmont Dance, Waterfront Activities, Trips.)

## Remuneration:

If you live on the Asheville School campus: Weekly salary plus room and board  
If you have off campus housing: Hourly wage

## Daily Schedule:

|       |                       |   |
|-------|-----------------------|---|
| 8:15  | Camper Breakfast      | (Riding staff living on-campus may come in at 8:00 a.m for breakfast.)                      |
| 9:00  | Morning Watch         | (Groom and tack horses for the day.)  |
| 9:25  | Cluster Clean-up      | (Attend to barn chores.)  |
| 9:45  | 1 <sup>st</sup> Skill |   |
| 10:45 | 2 <sup>nd</sup> Skill | (At end of skill untack horses.)  |
| 11:45 | Lunch                 | All riding staff  |
| 12:30 | 3 <sup>rd</sup> Skill | (Arrive immediately after lunch and retack horses.)   |
| 1:25  | 4 <sup>th</sup> Skill |   |
| 2:15  | Canteen               | (At end of skill untack horses, clean stalls and any other barns chores.)                   |
| 2:45  | Rest Hour             |   |
| 3:50  | 5 <sup>th</sup> Skill |   |
| 4:45  | 6 <sup>th</sup> Skill | (At end of skill untack horses, turn them out for the night, and do necessary barn chores.) |
| 5:40  | Dinner                | Riding staff living on-campus   |

# Camp Hollymont Riding Staff

## 2017 STAFF DATES: ARRIVAL and DEPARTURE

Riding Staff: Arrive Monday, June 5, subject to Riding Director's schedule  
Last Day, Friday, July 21

Salaries are based on the assumption that each staff member meets the moral and physical requirements and upholds the high standards of Christian leadership as stated in the staff application. The directors may make adjustments as they deem necessary/appropriate.

Please keep in mind that room and board is provided for each staff member. In addition to your salary, Camp Hollymont will be paying The Asheville School approximately \$1650 per summer for your meals and lodging.

### **SALARY COMPUTED AS FOLLOWS:**

First year - (on campus riding staff) \$ 1687.00 /summer \*  
**completed freshman year in college**

*\* On campus salary quoted is based on seven (7) weeks of summer employment (June 5 – July 21 at \$241 per week). The salaries will be pro-rated if counselors leave early or arrive late.*

First year (off campus riding staff) \$8.75 per hour

**Have you considered the possibility of getting college credit for your work at Hollymont? Camp experience touches the fields of education, recreation, administration, religious studies, social work, and so many more. We will be glad to work with you and your faculty adviser to develop an internship that allows you to get a double benefit from your time at Hollymont.**

PLEASE READ ALL STAFF PACKET INFORMATION CAREFULLY.

# HOLLYMONT STAFF GUIDELINES

## *Living and Learning with Love and Laughter*

Camp Hollymont is a privately owned Christian summer camp for girls. We are here to serve campers and to help meet their needs. Our top priority is the physical, social, and spiritual development of young women. We feel each girl's development in these areas can best be accomplished in a Christian setting and each day includes time for this Christian emphasis.

I PRAY THAT YOU, BEING ROOTED AND ESTABLISHED IN LOVE, MAY HAVE POWER.....  
TO GRASP HOW WIDE AND LONG AND HIGH AND DEEP IS THE LOVE OF CHRIST.

EPHESIANS 3: 17,18 (NIV)

We set extremely high goals for ourselves and dedicate our time:

- to give every girl the best in companionship
- to improve her skills and increase her self-confidence
- to give her opportunity and guidance for fun and adventure
- to teach her patience, understanding, independence, and appreciation
- to show her the value of cheerfulness and the joys of unselfishness
- to show her the need for Christ in her life

Staff members have a strong influence on the campers' lives and the effort the staff puts forth determines how positive this influence will be. Camp employment involves long hours, hard work, and selflessness. A summer at Camp Hollymont is a learning experience. Staff members learn the meaning of patience and understanding as they experience the role of mother, sister, and friend.

If you want to make a difference in the life of young women, if you can make our goals your own, and if you can comply with the guidelines below, please fill out the staff application.

## STAFF QUALIFICATIONS

### **CHRISTIAN DEDICATION**

We seek to give children from all walks of life positive direction and our hope is for each girl to experience the joys of a Christ-centered life. In our staff we seek dedicated Christians who challenge and inspire. Counselors must agree to and live by the Statement of Faith. Counselors are responsible for nightly devotions with five to twelve girls.

### **PERSONALITY**

When parents arrive at camp, the first impression you make is the primary basis for their confidence in you and in the camp. Staff members must be able to meet and greet campers and parents - extending to them a gracious, comforting hospitality. Throughout the summer you must have a "servant's heart" to befriend and support the campers and your fellow staff members. A loving, unselfish attitude goes a long way toward encouraging and motivating those around you.

### **PERSONAL APPEARANCE**

Your appearance will play a major role in the impression you make on parents. They know that you are going to be the most important person in their child's life for the next few weeks and that your influence will extend on for years. Therefore it is essential that you are well groomed and verbally and visually discreet.

The practices of body piercing and tattoos are socially excessive amongst our clientele. We ask that you refrain from wearing body jewelry (nose rings, belly rings, etc.) for the duration of your summer employment with Hollymont and that you do not get new piercings/tattoos while you are under contract with Hollymont. Please keep old tattoos out of sight.

We also ask that you not drastically change hair color during the summer or use unnatural hair dye (pink, blue, purple, etc.) prior to and during your employment.

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| <b>TRAINING</b>                          | Knowledge of and skill in at least one major camp activity and the ability to instruct in that activity is required. We are looking for staff who will cheerfully and willingly work to accomplish their jobs with efficiency, dedication, and teamwork.   |
| <b>CHARACTER</b>                         | A staff member's character should be above reproach. She/He is a role model. There is no room on the Hollymont staff for those whose ideals are questionable, whose language is profane or vulgar, whose spirit is pessimistic, or who does not encourage good sportsmanship and Christian living by the way they live and play. If a staff member inspires the admiration of young girls, how important it is that the staff member's life be exemplary!  |
| <b>LIFESTYLE</b>                         | Staff members should not spend an undue amount of time with personal friends among campers or staff. The administration requests that discretion be used in any personal contact. Overly affectionate conduct or any physical contact that is not deemed proper and appropriate is prohibited.<br><br>Hollymont is, above all else, a Christ-centered camp. We seek to hire counselors who live Christ-centered lives. It is our belief that homosexuality and pre/extra-marital sexual conduct are incompatible and inconsistent with Christ-centered living. We unequivocally prohibit sexual activity or sexual conduct, of any degree and nature, between counselors and campers. A violation of this policy will result in immediate discharge. |
| <b>UNHEALTHY BEHAVIOR</b>                | The Hollymont staff is responsible for the physical and emotional health of the campers. Everyone in camp is adversely affected when a staff member is struggling (insomnia, depression, self-mutilation, unhealthy eating habits resulting in anorexia or bulimic tendencies, etc.). You will be asked to leave camp if you are a poor role model for the campers and staff or if you are unable to fulfill your responsibilities.  |
| <b>ILLEGAL DRUGS AND SUBSTANCE ABUSE</b> | Young girls are extremely impressionable. Therefore, to provide a camp environment that is strong, clean, and wholesome, Hollymont has a strict rule about no smoking or drinking alcohol. Staff are asked to abstain from the use of these substances entirely during their Hollymont employment (on and off camp property). Failure to do so may result in early dismissal. Illegal drugs are <b>UNEQUIVOCALLY</b> prohibited. Prescription medications are to be taken as directed by the prescribing physician and under supervision of the camp nurse.  |
| <b>WEAPONS</b>                           | Possession of and/or use of firearms, explosives, knives, and other weapons is prohibited both on the Hollymont campus and at off-campus Hollymont activities.   |
| <b>LOYALTY</b>                           | Criticism of the camp, its programs, equipment, staff and management, food, or policies in the presence of the girls or fellow staff members is the height of disloyalty. We want to provide the best for the entire camp and welcome suggestions from the staff. A discreet word about problems or grievances should be spoken to one of the camp directors; thus preventing impairment of a potentially strong leader or good program.   |
| <b>A JOB.....NOT A VACATION</b>          | The camp directors assume a serious responsibility for the welfare of the girls entrusted to her care. Hollymont is run primarily for the campers and the good of each camper is our first consideration. Working at Hollymont can be lots of fun but you must understand that camp employment entails hard work, long hours, and definite responsibility for the campers in your care. Your priorities must be: <b>GOD, OTHERS, SELF.</b>   |

# Camp Hollymont for Girls

## Statement of Faith

During the campers' stay at Hollymont, our desire is to see them grow in their knowledge and love of the Lord. This growth is accomplished by nurturing their relationship with Jesus Christ and by teaching them to have a Biblical World and Life View. In establishing and directing Camp Hollymont, all camp staff are expected to hold to these central beliefs:

1. The Sovereignty of God - The sovereignty of God insists that God is Lord and that He reigns in history and over the entire universe. God creates, sustains, governs and directs everything.
2. Scripture Alone – The Bible is God's word to man. It is man's only infallible and inerrant rule for faith and life.
3. Grace Alone – God's work in man is all of grace. Man has done nothing to deserve or earn salvation. (Ephesians 2:8-9)
4. Christ Alone – Jesus Christ is the sole one who saves. There is no salvation in anyone or anything else. He is the only one sent by God for this purpose.
5. For the Glory of God alone – The primary reason for living is to glorify God and enjoy Him forever.

We recognize that Hollymont staff will come from various church backgrounds and denominations. However, staff members representing Camp Hollymont, will be expected to lead devotions in light of these faith statements, and to answer camp questions in light of the same. In addition to the above statement of faith, staff must also agree to the following lifestyle statements:

Concerning salvation:

Recognizing that we have all sinned and come short of the glory of God, I believe in the Lord Jesus Christ as the Son of God and Savior of sinners and I receive and rest upon Him alone for salvation. I promise, in reliance upon the grace of the Holy Spirit, that I will seek to live as becomes the followers of Christ.

Concerning my relationship with others:

I will respect the beliefs of other staff and campers and will promote only that which is consistent with these statements and Scripture.

I will seek to be led by the Spirit and will not live according to the flesh as outlined in Galatians 5:19-21. Specifically, I will not engage in acts of sexual immorality (including sex outside of marriage, homosexuality, pornography, etc.), nor will I promote or condone any of those activities.

Concerning my relationship with those in authority:

I will seek to have a teachable spirit, a love for others and a willingness to communicate with my co-workers in a biblical manner when conflict arises. I will respectfully submit to the camp leadership and seek to create an environment of mutual respect and compatibility.

I agree to the Statement of Faith and lifestyle statements listed above. My signature indicates I agree to prayerfully live by these statements while employed by Camp Hollymont and failure to do so can lead to disciplinary action.

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Printed Name

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Signature

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Date