

## Seasonal Staff (Common Soul/Sole)

The Seasonal Staff (Common Soul/Sole CS2) provides opportunity to grow in body, mind, and spirit while seeking discernment from God. Within the CS2 community, participants engage in conversation, book study, bible study, personal reflection time, experiential learning, and old fashioned hard work. This discernment time provides the space and grace to ask questions of their faith journey and explore vocational questions through the nine month term, with an understanding that May is not a deadline for answers. While you are retreating to God's creation you are not retreating from the world. Your time on staff is intended to prepare you to make valuable contributions to the communities where you live and work, encourage others to a closer relationship with Christ and demonstrate true servant leadership.

- | You will spend more time discerning what God has in store for the next chapter of your life, whether that will be in camp and conference ministry, seminary, other education, mission work or other avenues of service.

### Employment:

You will be expected to work an average of 40 hours a week (some weeks more, some maybe less) under the facilitation and care the leadership of Calvin Center. You will be paid for you work and receive

- | free room and board. Ministry is evident through your service of guests and amongst you as an individual, team and community. Your work, no matter what it is, plays a vital role in what takes place here at Calvin Center. Our call as followers of Christ is to be servant leaders, serving before being served, and to exercise stewardship of time and talents. These experiences will help provide a better sense of future direction for the participant. Learning to give a full day's effort creates a sense of accomplishment and develops confidence. You are expected to take responsibility and accountability for your actions. You are expected to be on time and fulfill your scheduled duties during those times. CS2 participants will have various supervising staff. The CS2 supervisor is the Calvin Center Program Director.

### Common Soul/Sole (CS2) participants will serve in the following areas...

#### Outdoor Environmental Education (Calvin Center Environmental Leadership Program- CELP)

- Facilitate CELP programs for school groups at the direction of the Program Director
- Help orient campers, teachers and parents/chaperones.
- Be able to learn Calvin Center's CELP lessons
- Help teach CELP Curriculum
- Lead activities and games during the day and evenings
- Be on call to support teachers and parents during their event
- Provide supervision of children & youth while on site.

#### Non-Summer Retreats

- Assist in planning and promotion of Calvin Center Non-summer retreats (middle, high school, confirmation retreats)
- Assist in the facilitation of other retreats

#### Equestrian Programs

- Support the recreational and therapeutic equestrian program with the following:
  - Helping with feeding and basic care of horses
  - Assisting special needs persons in weekly equestrian therapeutic and hippo therapy programs.
  - Assisting in promoting and reviewing the equestrian programs

### **Challenge Course**

- Assisting in facilitating groups on Calvin Center Challenge Course (High Ropes, Climbing Wall, Team Challenge, Pamper Pole) , with appropriate training.
- Assist in maintenance of Challenge Course elements
- Promote Challenge Course
- Participate in writing lesson plans for different groups using the Challenge Course.

### **Global Village/Mission Work Camp**

- Assist Calvin Center Staff in all aspects of Global Village and Mission Work Camp with user Groups

### **Guest Services (Accommodations)**

- | • Assist the housekeeping director in cleaning, preparing and maintaining all lodging, meeting, dining hall, and restroom facilities for guest use.
- | • Serve as a host to guest groups or Calvin Center event participants to meet their needs during events and activities.
- Serve on a rotation as a weekend host to guest groups, hospitably meeting the group's needs of set up, facility use, and questions.
- Keep the facilities and grounds clean trash in dumpsters and equipment properly stored.
- Move equipment as needed to serve guest groups.
- Maintain Guest Services equipment

### **Food Service**

- Prepare and serve meals for guest and staff as directed by the Food Service Director
- Follow all Calvin Center and Board of Health standards for food service
- Clean and maintain kitchen equipment as directed by the Food Service Manager
- Clean dishes, pots, pans and kitchen equipment promptly at each mealtime.
- Perform cleaning duties as directed by the Food Service Manager
- Help set up the dining hall for guest meals
- Follow the directions of the Food Service Manager

### **Maintenance**

- | • Assist the Facilities Director, in basic repair and improvement of all facilities and grounds.
- Maintain all utilities at the direction of the Facilities and Maintenance Director

### **Office/IT/AV**

- | • Have an interest, aptitude, or training for one or more of the following: computers, development tools, audio visual and sound equipment.
- Interest or experience with a variety of computer and database programs
- Ability to assist office staff with a variety of projects

## **Church Partnership**

- Partnering with a local congregation, explore congregation based ministry opportunities
- Be an active part of the life and ministry of the partnering congregation
- Use time spent in the local congregation to further discern where God might be calling you
- Work 10–15 hours a week under the supervision of the partnering congregation

## **Living:**

You will be living with roommates in a communal building. This housing is used by others when your term ends. Participants are expected to be a good steward of what you have been given. You will be expected to clean and care for your own space and the community's space. We also ask that you would be a good steward of other people's property. Please minimize the amount of "stuff" you bring. Your bedroom may be shared with a roommate and space to store things is limited. You can personalize your space within limits. Your housing includes furnishings including bed frames, mattresses, desks, closet, chairs, a kitchen table, couch, television stand and television, DVD player, microwave, stovetop, toaster oven, sink, dishes, utensils, pots and pans, refrigerator, and cabinet pantry. There are four bedrooms and two bathrooms, which will be shared.

## **What to Bring:**

- Clothing you can layer (for any weather—Georgia is still hot through October), warm clothes, all types of footwear including closed toe shoes to work in and cold weather and waterproof clothing.
- Church appropriate clothing
- Everyone will have a single sized bed (twin), bring sheets and bedding for that size bed
- Bring your own towels and toiletries; you will be sharing bathrooms
- Flashlight
- Bible, books and other study materials for you or to share with others
- Camera
- Musical instruments you play.
- Bicycle, if you own one

Our goal is to create an environment where we can be more sensitive to God's voice; we encourage this through simplicity, community, silence and a less distracting life. Because of this desire we ask that you don't bring TV's, VCR, DVD players, and gaming consoles. Please bring books, board games, instruments, recreational gear (bikes, running shoes, camping stuff, etc.) or anything else that would contribute to the environment that is desired. Internet access is provided near staff housing.

## **Spiritual Growth:**

We ask that you will seek after Jesus in all that you do while in CS2. This means that you will put yourself in a place and posture (through physical, emotional, mental, and spiritual disciplines) that will bring about spiritual growth and transformation in your

life and the life of the community. In seeking Christ while living in community, we commit to opening ourselves up to the accountability of others and sharing our lives with one another as He calls us to. All staff will participate in worship, Bible Study, and group time. We will review this in more detail during the orientation week. We want you to be aware of these expectations in this time of discernment. CS2 asks you to engage in intentional community with roommates, staff, and church life. This is a time of listening to yourself, the community, and God. You will receive from the CS2 experience what you are willing to invest in it. This is more than a time of job experience. CS2 is not an internship, but as past participants have termed it, part of a “discernment-ship.”

### **Personal Growth:**

CS2 staff will be offered a variety of personal growth opportunities. These opportunities range from life skills to professional skills. What is offered and how it is offered will vary based on staff needs. Honestly assessing where you are and the skills you need to fully utilize the gifts of God has given you is important in developing a well- rounded life. You agree to invest in your personal growth during your time on staff.

### **Evaluation:**

While the discernment process is difficult to measure, CS2 has strategies of written and conversational evaluation that can help the participant gauge their growth. During the nine months of the program, CS2 participants are evaluated five times; three times through verbal evaluation and twice through written evaluation followed by conversation. The written evaluations use a template that evaluates the participant on a rating scale in the areas of personal growth, relational growth, community growth, and commitment to discernment. The first written evaluation is given in November and the second, the exit evaluation, is given in May. The verbal part of all five evaluations is centered around a framework of questions that are tied to the time of the CS2 year. These conversations are not rigid in structure, and the questions are generally conversation starters.

At the halfway point of CS2, the supervising pastor and CS2 participant complete a written evaluation regarding their expectations up to this point, the opportunities of ministry they have or have not experienced according to their expressed interest, and how these opportunities for ministry has helped the discernment process. This is a two way conversation, as both the supervising pastor and the CS2 participant fill out the same evaluation and then can compare where their expectations and ideas meet.

### **Compensation:**

- You will receive a weekly stipend of \$150.00
- Your compensation includes free housing valued at \$150 per week
- Your compensation includes free utilities valued at 25 per week
- Your compensation includes free meals valued at \$150 per week (this is covered through meals served on site, and a grocery budget)
- Staff are paid on the 5<sup>th</sup> and 20<sup>th</sup> of each month.
  - On the 5<sup>th</sup> staff are paid for the 16<sup>th</sup> to the last day of the prior month

- On the 20<sup>th</sup> staff are paid for the 1<sup>st</sup> to the 15<sup>th</sup> of the current month
- The Program Director may also deduct repairs to your living quarters beyond normal wear and

tear from your pay upon review

CS2 participants are compensated for the fuel used to travel for work related reasons (errands, church, etc.) and are expected to keep track of their mileage. Mileage is refunded according to the IRS standard mileage rate.

### **Internet Use:**

Calvin Center provides several computers with Internet access for CS2 use. These computers will be used for work during office hours and can be used for personal use when off of work. There is wireless internet access in the office area that participants can access on their personal computers. The CS2 staff will be sharing these computers, so we ask you to commit to proper maintenance and appropriate use of these resources. CS2 participants are also welcome to bring their own laptops for work and personal use. The CS2 staff will be given a user name and password that will allow them to log on, access shared drives, and use computer programs. Each computer will come equipped with basic software programs such as "word" & "excel". Due to security and the amount of time it takes for certain downloads, all file sharing programs are prohibited on Calvin Center computers. Calvin center does not provide an individual email account. To send and receive e-mail, each user will need to set up their own e-mail account. Email accounts can be set up for free on the internet using Yahoo, Gmail etc. Each user will have the ability to store documents on the computer. We ask that you limit the personal files (large digital files, etc.) you save on the office computers, due to limited storage space. CS2 participants also have access to the office printer/scanner/fax.