

General Summer Staff Information

Montreat's Mission Statement: Encountering God through relationships, renewal, recreation, and rest.

We are planning for a summer of onsite conferences and Clubs but we know that those plans could change. Any plan for Summer Staff will take into account the safest protocols for the pandemic for attendees AND staff. We will also be monitoring the attendance numbers more closely to be sure we are matching the registrations with staff hired. Start and end dates could change. All position descriptions are subject to change as needed to meet safety and cleaning requirements.

Expectations Summer Staff are expected to be responsible on the job and on Montreat grounds, and to represent Montreat well off the premises. *Conference Center staff are part of a ministry delivering a Christian service to the community in Montreat.* All staff members are expected to behave in ways compatible with the Christian faith and with the customs, policies, and ideals of Montreat. As a key part of our commitment to *intentional hospitality*, we will not tolerate discrimination on our campus against any child of God, including discrimination based on race, ethnicity, ability, gender identity, gender expression, or sexual orientation.

In accepting a position, staff agree to:

- *Participate* in the ministry of Montreat Conference Center and abide by its policies.
- *Demonstrate* Christian actions and behaviors that are a model for children, young people, and conferees.
- *Refrain* from all forms of discrimination and harassment, including discrimination and harassment based on race, ethnicity, ability, gender identity and expression, or sexual orientation.
- *Be* a positive contributor to Montreat Summer Staff community life.
- *Accept* extensions of duty, other positions, and responsibilities assigned.
- *Be* positive role models to children, families, and guests with regard to behavior and appearance: no excessive facial jewelry or body piercings, or inappropriate tattoos. Staff should observe appropriate dress based upon work area.
- *Refrain* from smoking on the job, or in public places where others may be influenced, especially children and youth (MRA buildings are smoke-free);
- If living in Montreat Conference Center staff housing, *abide* by lodge rules and be responsible to the Resident Advisors.
- *Abide* by Covid19 safety precautions and regulations as required by the Conference Center, including but not limited to:
 - _____ taking health screenings and not reporting to work if sick.
 - _____ limiting my interactions outside of work to those that are necessary and safe.
 - _____ wearing protective gear, including masks, while at work.
- *Abide* by N.C. laws concerning the use, possession, and sale of alcohol on and off Montreat Conference Center grounds. The use of alcoholic beverages by Summer Staff in any Montreat Conference Center-owned and operated building or grounds (regardless of person's age) is prohibited.
- *Abide* by Federal and state laws concerning the use, possession, or sale of illegal drugs. Unauthorized use, possession or sale of controlled substances is prohibited both on and off Montreat grounds. A violation of this rule will result in immediate dismissal.
- *Abide* by all Federal and State Laws Montreat Conference Center has the right to terminate the employment of any person who fails to abide by these conditions, who performs unsatisfactorily in the job, or whose behavior is considered detrimental to the best interests of the Conference Center.

Summer Staff Life and Work

Housing: Montreat Conference Center has limited housing in Sylvan Heights, Balsam Lodge, Lookout Lodge, and other possible sites. Each lodge has laundry facilities and a fully equipped kitchen for staff to prepare their own meals. Rooms in lodges are shared between 2-5 people. Those in MRA housing will be charged \$2.50/per night (deducted from paycheck). Consideration will be given to need. Other housing may be secured to meet special needs, and some may be located outside of the Montreat gate. Finding your own private housing is a possibility, but most find it expensive and scarce.

Food: Summer Staff are responsible for providing their own meals. Those living in lodges have cooking facilities. Meals can also be purchased with staff discount in the Assembly Inn's Galax Dining Room.

Compensation and Benefits: See Position Descriptions for wage information. The typical work week *averages* 40 hours per week, although some positions will require more than 40 hours a week during some weeks. Staff who return in consecutive summers and whose current position is not in a higher bracket receive a \$50 annual salary bonus. Summer Staff participate in the recreation program (tennis, boats, and swimming) free of charge. Seminary students provide a collegiate ministry for Summer Staff. Summer Staff will have an opportunity for Bible study, group discussions, and various programs and activities for fellowship and spiritual growth. Summer Staff are invited and encouraged to participate in the Montreat Conference Center Sunday worship services. Opportunities are available for participating in the leadership of these services. Summer Staff are invited to apply for the Montreat Summer Singers.

Leader Development and Flexi-Staffing: We encourage staff meetings and leadership development. Summer Staff may be flexi-staffed from one area to another on occasion. Conference sessions may necessitate a change of work hours and stations and may include evenings or weekends for some who are not normally scheduled at those times. In most cases, we will be able to anticipate flexi-staffing from week to week and avoid overloading individuals.

College Credit: Some Summer Staff positions may be eligible for college or graduate school credit. To find out if a position you are applying for qualifies, contact the appropriate department at your school. We will do whatever we can to help work with you and your school to make the credit possible.

Ministry – an activity and/or expression of faith that positively affects those who benefit from the ministry itself and those who carry it out.