

General Summer Staff Expectations

Montreat's Vision: A world transformed by God's love.

Montreat's Mission: We gather in sacred spaces to explore, renew, and connect with our faith, our communities, and ourselves.

In accepting a position, staff agree to:

- *Participate* in the ministry of Montreat Conference Center and abide by its policies.
- *Act* in ways compatible with the Christian faith and with the customs, policies, and mission of Montreat.
- *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.
- *Abide* by lodge rules and be responsible to the Resident Advisors if living in Montreat Conference Center staff housing,
- *Abide* by N.C. laws concerning the use, possession, and sale of alcohol; federal and state laws concerning the use, possession, and sale of illegal drugs; and all federal and state laws both 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. 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.

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's lodges each have laundry facilities and a fully equipped kitchen. Rooms in lodges are shared with 2-5 people. MRA charges staff in our housing \$2.50/night (deducted from paycheck).

Food: Summer Staff are responsible for their own meals. Those in lodges have cooking facilities and basic staples provided. Meals can also be purchased with a 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. Summer Staff participate in the recreation program (tennis, boats, and swimming) free of charge.

Flexi-Staffing: All Montreat staff should expect to be flexi-staffed from one department to another on occasion, and summer staff are no exception. 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.

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: We understand working at Montreat and serving the public to be *ministry* -- an activity, interaction, and/or expression of faith that *positively affects* those who benefit and those who carry it out.

I certify that I have read the summer staff expectations and agree to abide by these conditions and agree to abide by these conditions as part of the terms of my employment with Montreat Conference Center.

Signature: _____

Date: _____