

Staff in Training (SIT) Curriculum – Track 2
Head Cook / Kitchen Staff / Dining Room Hostess
An Extension of Camp Hickory Hills and Tennessee Youth Ministries
Tennessee Churches of God of Prophecy

Table of Contents

Welcome / Introduction.....	2
General Rules and Guidelines.....	3
Objectives / Job Descriptions.....	4
Servant Leadership.....	5
Practical Insights for Camp Staff.....	7
Mentoring.....	9
Head Cook / Kitchen Staff / Dining Room Hostess Insights.....	10

Prepared by Jay Johnson
Revised 10 November 2012

Welcome to the camping ministry for the Churches of God of Prophecy in Tennessee, Camp Hickory Hills. We are delighted that you are interested in serving the youth and children of Tennessee with us. This training guide is designed to help prepare you to serve in our camping ministry, and hopefully, in Tennessee Youth and Children's Ministries by doing the following things:

To inform you of legal and other necessary obligations;

To assist you in discovering and / or pursuing your spiritual gifting and calling;

To educate you in working in the altar / personal prayer ministry;

To instill in you the importance of servanthood and servant leadership.

For Youth Harvest Training (*YHT*) in the spring and Powerhouse in the fall, this training will consist of two sessions. If you do this training in Senior (*or possibly Teen*) Camp, it will be taught during the week of camp. You must satisfactorily complete Track 1 of this training in order to work as an SIT in camp.

This is track two of a two track (*for now*) program. While we may not be able to train you for absolutely everything, there are some specifics to the camping and youth / children's ministries for which we are going to attempt to prepare you. If you are in this section of the training, it is assumed that you have completed track one in a previous youth ministries event. In this (*and subsequent*) track(s), specific classes will be offered as SIT curriculum for those desiring to work as cabin leaders, worship / music staff, kitchen staff, and other auxiliary staff. These tracks will usually be offered as a direct mentoring experience where purposeful, hands-on training can take place with seasoned, experienced camp workers. SITs who desire to "test the waters" in various staff positions will be allowed to rotate as needed and as approved by individual camp directors and the camp coordinators.

Also as a part of the training process, you will be evaluated by various leaders in the camping ministry. Your immediate supervisor (*staff person to whom you are assigned*), dean, SIT coordinator, camp director, and camp coordinator (*as much as possible*) will complete an evaluation of you at the close of the camp(s) in which you work. This is not a basis to judge you, but rather to gauge your performance throughout the week. These evaluations will assist the directors and coordinators in deciding if you are ready work camp as full staff or if you need more time in training situations before we allow you to work alone.

While our primary focus is on training youth for working with other youth and children, we also recognize the need for ongoing training for all camp workers, even those who have been working camp for many years. We encourage all seasoned, experienced camp workers to attend the training sessions being offered as a means of reminding, re-educating, and preparing ourselves even better to reach the young harvest.

General Rules and Guidelines

- ✓ Each SIT must be approved to work a camp by either the Camp Coordinator or the SIT Coordinator.
- ✓ No SIT is allowed to work in camp without having first completed at least Track 1 of the SIT curriculum.
- ✓ No SIT (*21 & under*) is allowed to work back to back camps.
- ✓ If an SIT does not attend his / her age appropriate camp, he / she may not serve as an SIT in a later camp.
- ✓ In order for an SIT to work a later camp, he / she must be approved to work by the director of the camp he / she attends.
- ✓ SITs will pay a \$25 fee in order to work in camp (*to help to defray costs*).

Age requirements for Staff and SITs (*Senior Camp excepted*): Staff must be 5 years older than the oldest camper; SITs must be 3 years older than oldest camper.

OUR OBJECTIVES

1. Lead youth/children into a personal relationship with Jesus Christ.
2. Model character by following the example of Jesus Christ.
3. Help youth/children to understand that God has a purpose for their lives.
4. Help youth/children to develop a world view of Christian ministry.
5. Teach youth/children to view life from God's perspective by learning how to apply the principles of God's Word to their lives.
6. Help youth/children develop a philosophy of life that is in harmony with Scripture.
7. Help youth/children understand the importance of preparing now for their eternal future.
8. Help youth/children to understand the value of serving God and man.
9. Help youth/children establish authentic Christian friendships.
10. Mentor youth/children on a continual basis creating opportune moments of intentional discipleship.

HEAD COOK

1. Review the inventory with Director(s) or Coordinator(s) at the beginning of camp.
2. Ensure efficient operation and cleanliness of the kitchen and floor, including planning, preparation, serving and cleanup.
3. Prepare and serve meals according to the schedule.
4. Follow the menu for the week, preparing meals for breakfast, lunch, dinner and after chapel snacks.
 - a. Without proper planning, failing to follow the menu may cause inventory issues for other meals throughout the week. Inventory is purchased based on the menu submitted.
 - b. Check supplies daily for menu requirements.
 - c. If necessary items are not located in the inventory, contact the Coordinator(s) immediately.
 - d. Determine missing items at the beginning of camp to alleviate multiple trips into town.
5. Utilizing the Final Day Cleaning List, ensure proper cleaning procedures for the entire kitchen area (including rest rooms located in the kitchen area).

COOKS/KITCHEN HELPERS

1. Have a pleasant disposition when dealing with campers. Minister as they come through the lines.
2. Assist with preparation and serving of meals.
3. Help maintain a prompt schedule.
4. Monitor the quality of food.
5. Maintain a clean kitchen.
6. Assist with Final Day Cleaning checklist.
7. Receive and carry out any special instructions or assignments from the Head Cook.
8. Dismissal from the campground must be approved by the Head Cook

DINING ROOM HOST

1. Ensure that the dining room is clean after meals.
2. Prepare and serve drinks at each meal.
 - a. Begin preparation one (1) hour before meals.
 - b. Breakfast – Check the juice the night before. If a new container is needed, remove it from the freezer and place it in the cooler. It must be completely thawed before serving. Also, check the milk dispenser. Add to the dispenser as needed.
 - c. Lunch and Supper – Prepare fruit punch and tea after breakfast for lunch. Prepare drinks after lunch for supper. Begin filling glasses with ice and drinks one (1) hour before each meal.
3. Assign campers to specific duties with help of the Cabin Leader for KP, facilitating campers to:
 - a. wipe tables / chairs;
 - b. sweep / mop the entire floor;
 - c. fold the chairs and place them on the tables;
4. On the last day of camp, clean the windows and doors in the dining hall.

Servant Leadership

I belong to Jesus. He must have the right to use me without consulting me. - Mother Teresa

I see Jesus in every human being. I say to myself, this is hungry Jesus, I must feed him. This is sick Jesus. This one has leprosy or gangrene; I must wash him and tend to him. I serve because I love Jesus. - Mother Teresa

Service is from the same Greek word from which we get deacon (**διακονια** /*diakonia*) which means aid, attendance, relief, or service. This indicates to us what a servant actually does: in the act of serving: to work in any sense, serve, enslave, keep in bondage, do service; to serve or worship, minister; to be a slave or in bondage to; to minister to God.

From a Biblical perspective, there are several ways to view service and servanthood:

- 1) It is a choice (*Deuteronomy 15:12-18; Joshua 24:15; Romans 6:16, 18*);
- 2) Service to God (*Deuteronomy 6:13; 10:12, 20; Joshua 24:14; 1 Samuel 12:20; Psalm 100:2; Hebrews 9:14*) and others (*1 Corinthians 9:19-23; Galatians 5:13; 1 Peter 4:10-11*) is a biblical requirement for the Christian life;
- 3) It is mentioned as one of the gifts of the Spirit (*Romans 12:6-8*);
- 4) It is part of “pure and undefiled religion” (*James 1:27*); and,
- 5) It is necessary for “greatness” (*Matthew 10:24; Mark 10:42-43*).
- 6) “Serving God means putting Him first, obeying His commands, and finding one’s chief joy in life as the advancement of the glory of His name” (*Nelson Study Bible, NKJV, pg. 1563*).

There are several qualities or characteristics of a servant demonstrated in the Bible. Moses displayed humility (*Numbers 12:3*). Caleb modeled obedience and loyalty as he assisted Joshua (*Numbers 14:24*). David exhibited faithfulness to God and was a man after God's heart (*1 Kings 14:8b*). Job was the epitome of uprightness and blamelessness (*Job 1:8; 2:3*). The New Testament teaches how the servant should look: gentle, teachable, and patient (*2 Timothy 2:24-25*).

Everybody can be great, because anybody can serve. You don't have to have a college degree to serve. You don't have to make your subject and your verb agree to serve. You only need a heart full of grace, a soul generated by love. - Dr. Martin Luther King, Jr.

Jesus outlines the marks of a servant for us as well in *Luke 17:7-10*:

- 1) A servant must possess a willingness to work tirelessly and thanklessly;
- 2) A servant must not regard the master as selfish or self as profitable; and,
- 3) No matter how much is done, a servant humbly admits he has only done his duty.

Jesus Christ is the One who embodies all the characteristics of a servant and epitomizes all that a servant should be, by modeling and living a life of service to man and God (*Isaiah 41-4; 49:1-4; 52:13-15; 53; Zechariah 3:8; John 1:14; 13:1-17; Philippians 2:5-11*). In Jesus' life and ministry, service was as much for Him (*the servant*) as for the one being served. By not allowing others to serve us, we rob them of their blessing.

Rewards for Servanthood

While a servant does not work with the expectation of being rewarded, there are certain benefits for service in the kingdom of God. Jesus pronounces blessing on those engaged in service (*Matthew 24:45-47; Luke 12:37, 42-44*). God honors servants for their labor (*John 12:26*), and they receive an inheritance (*Colossians 3:23-24*). Jesus explains that those who serve in the kingdom, even doing menial tasks for others, will be rewarded greatly (*Matthew 25:31-46*).

Servanthood Challenges

*There was a man, though some did count him mad,
the more he cast away, the more he had. - John Bunyan*

Challenge of Giving (*Ecclesiastes 11:1; Luke 6:38; 10:25-37*)

Challenge of Serving (*John 13:3-17*)

Challenge of Humility (*Mark 9:35; Luke 14:11; 1 Peter 5:5-6*)

Right here we must see the difference between choosing to serve and choosing to be a servant. When we chose to serve, we are still in charge. We decide whom we will serve and when we will serve. And if we are in charge, we will worry a great deal about anyone stepping on us, that is, taking charge over us. But when we choose to be a servant, we give up the right to be in charge. There is great freedom in this. If we voluntarily choose to be taken advantage of, then we cannot be manipulated. When we choose to be a servant, we surrender the right to decide when we will serve. We become available and vulnerable. - Richard Foster

It is not my aching back that prevents me from helping my neighbor any more than my choleric temperament. It's my don't-wanna-do-it attitude that does it. - Emily Carder

Practical Servanthood (*Worship + Service = Opportunities for Evangelism*)

Worship – grants God the right to invade my life: by recognizing God as Sovereign, we relinquish all rights to ourselves (*1 Corinthians 6:19-20; 7:23*).

Blessed is the servant who esteems himself no more highly when he is praised and exalted by people than when he is considered worthless, foolish, and to be despised; since what a man is before God, that he is and nothing more. - Francis of Assisi

Service – allows God to invade the lives of others through me: when we serve others, we serve God (*Matthew 10:40-42*), allowing others to see Him actively working in our lives (*1 Corinthians 9:19*). Service practically demonstrates our Christianity: our faith (*relationship with God*) needs an outlet to be demonstrated to those around us, not just to “church folks” (*James 1:27; 2:14-26*)

The Church has earned the reputation of being concerned only for itself. Others have concluded this because the answer to every question is to do something else for ourselves; let's pray more, let's conduct another citywide prayer and worship event..., let's tell people what we think about this issue, and so on. It is always about us. If we are going to become an agent of spiritual and social transformation it is going to have to be about them. - Jack Dennison

Practical Insights for Camp Staff

- 1) Respect is a must...for God, for each other, and for the campers. Show it to earn it.
- 2) Respect for yourself is a must...in conduct and behavior, in personal appearance, and in spiritual discipline. People are watching you here at camp and everywhere else. Your attitude and conduct reflect on you, your family, your church, and your Christ. Your being camp staff, in any capacity, does not end when you leave the campground. It is a daily walk of worship, service, and self control.
- 3) Respect for the campground is a must...the fact that it belongs to the church of which you are a member does not mean you have the right to tear / mess it up.
- 4) All the rules do still apply to you...yes, you.
- 5) Child protection (*spiritual, physical, emotional, social*) is our primary goal.
- 6) Monkey see, monkey do.
- 7) Your participation in all activities is encouraged and expected. If your campers are there, you should probably be there, too.
- 8) Please take care of yourself while you work in camp: Bathe daily (*personal hygiene is a must!*) Eat three meals per day! Drink lots of water! Sleep! You cannot do all that you need to do if you do not take care of yourself!
- 9) Lights out for campers means lights out for SITs, too. You need rest to be effective.
- 10) If you do not have an answer, please ask a question. If we do not know, we will find someone who does. Please do not be afraid to say, "I don't know, but I'll get back to you." And make sure you get back to them.
- 11) If there is a disruptive / unruly camper under your supervision, please get an adult, remembering that protecting the other campers is your primary goal.
- 12) Do not label campers or anyone else (*i.e. the fat kid, the gay kid, the ugly kid, etc.*). It is bullying, it is not appropriate, and it will not be tolerated.
- 13) The chain of command for problems is as follows: SIT, auxiliary staff / cabin leader, dean, director, coordinator, presiding bishop. There is to be no discussion of issues involving a camper with anyone other than the person above you in this chain. Please see the job descriptions section to verify to whom you are directly responsible, pending your position.
- 14) In the case of abuse, it must be reported directly to the director. NO ONE else needs to know. It then becomes their responsibility. You have fulfilled all you need to do.
- 15) There is a huge difference between age groups for various camps. Not all camps are equal. Respect those differences and follow the leadership given in that camp for that camp.
- 16) There is a huge difference between volunteering and being available. You work camp as a volunteer (*you receive no tangible reward or compensation for your work*). Your being available as a camp worker means several things: 1) do not wait to be told to do something if you can see yourself that it needs to be done; 2) if you are not busy working for someone else or in a particular role, ask the dean / head cook / worship leader / concessions / etc., if there is something you can do to assist him / her in their area (*help with cooking a meal or washing dishes, assist in concessions at a busy time, setting up chairs in the chapel, picking up trash on the grounds, etc.*); 3) do not hide to escape having to do something.

- 17) You come to camp to WORK. This is not a vacation or week away from family or home. You have been entrusted with certain responsibilities, and you are expected to fulfill them.
- 18) In order to protect yourself and the youth and children we serve in this ministry, please do all you can possibly do not to be physically exposed (*naked*) in front of a camper, or shower at the same time as campers. Change clothes in a bathroom stall or in the cabin when no campers are present. Other adult staff (*cabin leader across your cabin*) can monitor campers while you are changing clothes or showering.
- 19) Please do not go anywhere (*especially at night*) in evenly numbered groups. Oddly numbered groups (1, 3, 5, 7) make it more difficult for individuals to engage in inappropriate activities or behaviors.
- 20) If you take care of your character, your reputation will take care of itself. – American Proverb
- 21) While friendship and building character are quintessential building blocks for this ministry and are strongly encouraged, we ask that you not engage in dating while working in camp, as it can be a distraction from ministry. We understand that you may only see that special someone while you are at camp, but dating him / her needs to take place elsewhere.
- 22) Social media (*Facebook, Twitter, Pinterest, Instagram, Tumblr, etc.*) are very public. Things you post can be seen by pretty much anyone who wants to see it. Do the things you post represent you and your Christ well? If not, do not expect to be an SIT or camp staff.
- 23) Serving / Working in youth camp (*and for God*) is a privilege, not a right. Do not abuse your privilege.
- 24) All staff members should be very clear about the directors' / deans' goals / themes for the camp in which they are working. If those goals / themes are not clearly communicated in the staff meeting or in communication otherwise, ask them to explain what they expect from you as a staff person.
- 25) You are not free to leave the campground until the dean of the camp in which you are working releases you. They need to know you are leaving before you leave.

Head Cook / Kitchen Staff / Dining Room Hostess

- 1) LOVE! You must have a desire to serve. The food must show love for those you are serving. If it gets burnt or doesn't turn out right, don't serve it any way. Fix it, whatever it takes. Serve only what you would serve Jesus. Love has to show in your meal. Do everything as if working for the Lord. Treat your workers as you would want to be treated.
- 2) Use proper lifting.
- 3) Use carts to move items.
- 4) Pull frozen foods in plenty time to thaw.
- 5) Do not thaw in warm or hot water, ever!
- 6) Check for proper cooking temps.
- 7) Keep food at proper holding temps.
- 8) Follow health department rules (*Campground manager has list*).
- 9) Food can kill!