

Now accepting staff applications for Standing
Stones Camp staff for a 2-year term.

Apply at standingstonescamp.org/staff

ROLE DESCRIPTIONS

PRESIDENT.....	1
VOLUNTEER DIRECTOR.....	2
TREASURER.....	3
PUBLIC RELATIONS DIRECTOR.....	4
SECRETARY.....	5
WORSHIP DIRECTOR.....	6
ACTIVITIES DIRECTOR.....	7



STANDING STONES CAMP STAFF

PRESIDENT

ROLE DESCRIPTION

The President of Standing Stones plans and oversees all programs and activities for the youth and young adults during their 2-year term. The President also works closely with each staff member by providing encouragement, spiritual guidance through devotions, and prayer. Devotions are typically led during monthly meetings. The President also works under the supervision and guidance of the HBNA Youth Director.

The President will cast the vision of Standing Stones and work towards providing quality spiritual growth to the attendees.

Standing Stones Camp exists as a ministry to provide a safe and healthy environment where all camp attendees may hear the gospel of Jesus Christ and experience firsthand a real and living God.

Standing Stones should not be the ministry and goal of each youth group, but it is a place that can help build one another and provide help for those in need of resources and spiritual guidance.

Other responsibilities include:

- Ensure quality of the camp is up to high standards—proper sleeping arrangements, accommodations, and meal plans.
- Ensure that speakers and teachers go through proper screenings, making sure teachings are Biblical, and are accordance to Southern Baptist doctrine.
- Be a resource to staff members and general public should inquiries on Standing Stones Camp arise.

ELIGIBILITY

- Member of a Hmong Baptist National Association Church
- Active in your local church (in any capacity)
- Over the age of 21+
- Have accepted Jesus Christ as your Lord and Savior (and Baptized)
- Commitment to serve for 2 years
- Willing to take work/school off for conference calls and retreats (typically Fri-Sun), and the whole duration of camp (typically Friday–Saturday, 9 days)
- Has attended Standing Stones Camp within the past 5 years

APPLY

Apply for the President role at standingstonescamp.org/staff.



STANDING STONES CAMP STAFF

VOLUNTEER DIRECTOR

ROLE DESCRIPTION

As the Volunteer Director (previously titled Workshop Director) you oversee Track/Workshop Teachers, Group Leaders, and Camp Volunteers. Your responsibilities include:

- Secure and Organize Track/Workshop Teacher information (topics, biographies, descriptions, etc.)
- Create Group Leader and Volunteer Applications (work with PR to promote)
- Interview and Organize Group Leader information
- Organize Volunteers into appropriate areas (security, first aid, activities).
- Support Teachers, Group Leaders, and Volunteers in the months leading up to camp and during camp.

For this position you will need good organization, communication, and outreach skills. You will be working closely to other SS staff members in addition to all volunteers (teachers, group leaders, volunteers).

ELIGIBILITY

- Member of a Hmong Baptist National Association Church
- Active in your local church (in any capacity)
- Over the age of 18+
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APPLY

Apply for the Volunteer Director role at standingstonescamp.org/staff.



STANDING STONES CAMP STAFF

TREASURER

ROLE DESCRIPTION

As the Treasurer, you will manage the finances/expenses of camp. Your primary tasks will include, but are not limited to:

- Manage projected budgets for staff team (President budget, PR budget, etc) 3
- Approve and Consult huge purchases (usually \$500+) with HBNA Finance Director, HBNA Youth Director, and SS President
- Set up fundraisers prior, during, and after camp (work with PR to promote when needed)
- Record, Track, and Secure all purchases made and fundraiser money
- Reimburse staff members accordingly (usually done after camp)
- Communicate with Secretary regarding Camp Registration (you will help out)

This person will need good administrative skills to execute and manage budget projection (experience with Xcel is recommended), have clear communication with staff team, and be a good problem-solver with numbers. You will work closely with everyone on the staff team, especially Secretary, and as well as the HBNA Finance Director.

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Apply for the Treasurer role at standingstonescamp.org/staff.



STANDING STONES CAMP STAFF

PUBLIC RELATIONS DIRECTOR

ROLE DESCRIPTION

As the Public Relations Director, you will coordinate, support, and manage all aspects of marketing, promotions (digital, email marketing, and collateral), web, social media, visuals (ex: powerpoints, signage, photography), and print resources (t-shirts, program books). Responsibilities include but aren't limited to:

- Manage, design, and update information on the standingstonescamp.org website
- Manage, provide written/design content, and publish content on social media (Facebook and Instagram)
- Compile content, organize, and send quarterly eNewsletters (Scoop of Stones)
- Manage, coordinate, and design camp program booklet (may include information like guest speaker bios, workshop session names and descriptions, map of camp, etc.)
- Support in photography (or use of an assistant)
- Design and manage production of camp t-shirts (campers and staff)
- Design and promote camp via online, promotional packets to HBNA churches through fliers
- Coordinate and organize fundraising photo services (prints) at camp (if applicable)
- Manage camp signage and visuals at camp (posters, banners, directional signage, inspirational and prayer halls)

This person will work closely with all team members—notably secretary—for support on registration (promotion and set-up) if needed. The person stepping into this role should have strong organizational skills, experience with web management (or willingness to learn), experience with design tools (or willingness to learn), and have an eye for design (bonus!).

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Apply for the Public Relations Director role at standingstonescamp.org/staff.



STANDING STONES CAMP STAFF

SECRETARY

ROLE DESCRIPTION

As the Secretary, you will utilize clerical and administrative skills to coordinate camp registration as well as assist and equip the team with key information. You will need to be comfortable being the primary point of contact for inquiries and requests. Responsibilities include but aren't limited to:

- Respond to emails, letters, and website messages; direct inquiries to the appropriate person
- Work with the President to arrange and schedule meetings; prepare, write and distribute meeting documents
- Work alongside the PR to create efficient registration forms/platforms
- Manage, coordinate and process conference registrations
- Manage and coordinate room assignments for all attendees at camp
- Proofread and edit documents to ensure proper spelling and grammar
- Maintain updated contact information for registering groups; keep such information confidential

This person will work closely with team members as well as large volumes of groups. Excellent verbal communication and a professional, friendly demeanor is recommended. The person stepping into this role should have strong organizational skills, proficiency with computers (especially in MS Office and related registration platforms), and most importantly, a willingness to serve.

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STANDING STONES CAMP STAFF

WORSHIP DIRECTOR

ROLE DESCRIPTION

As the Worship Director, you will be leading the church in praise and worship at camp. Above all, you are worshipping Christ for bringing him glory and not gain for yourself. If you really love worship and music, then being in the Worship Director position is for you.

Responsibilities include but aren't limited to:

- Putting together an appropriate worship team
- Selecting Worship Assistants to support you in your role
- Working with selected Worship Assistants to create worship song list
- Being responsible for leading and putting in practice
- Putting together slides and set list

The person stepping into this role should have some understanding of music and or worship. They should know how to lead their team and grow to learn their weaknesses and strengths. In this role you should be confident in your skills and abilities. The person stepping into this role should also have fun. It's ok to try new things and it's ok to mess up, as long as your bringing glory to Gods name then you should step into the light. Take this position and let's worship God together.

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APPLY

Apply for the Worship Director role at standingstonescamp.org/staff.



STANDING STONES CAMP STAFF

ACTIVITIES DIRECTOR

ROLE DESCRIPTION

As the Activities Director, you will be responsible for planning activities and games throughout the week of camp. You will also be involved with guiding group leaders through leadership building and assisting them in challenges. Responsibilities include:

- Select Activities Assistants to support you in your role
- Create games and stations for activities time and manage group rotations
- Create activities and events (including tournaments) throughout week of camp
- Communicate with group leaders in learning rules of activities, rotations, aware of any changes, and answering their questions.
- Be familiar with the previous inventory that Standing Stones organization provides from previous years.
- Organize activities budget to pay for materials, rentals, fees, etc.,
- Help the screening process of group leaders and volunteers

For this position, you will need good communication and administration skills to work efficiently as a team. It is suggested to have an ability of having creativity in design to have an effective output towards activities.

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