



**Position:** Youth Empowerment Programs (YEP) Coordinator

**Responsible to the Director of Programs**

**Organizational Information:**

Tall Turf Ministries (TTM) is an independent, Christian organization. Year-round programs take place at our camp in Walkerville, Michigan and at our youth center in Grand Rapids, MI. All of TTM's programs and sites are accredited by the American Camp Association and are licensed by the State of Michigan. Tall Turf Ministries seeks to equip youth for lives of reconciliation in God's world. It began in 1968 with the vision to create a safe and fun place to overcome tensions in the midst of the growing pains of the civil rights movement. Today, Tall Turf leans on this original vision as it widens its focus by impacting lives through innovative, year-round programming. We are raising leaders and building a culture of understanding and respect.

**Summary Description:**

Tall Turf Ministries is seeking a full-time YEP Coordinator to coordinate and implement all of its programs for youth ages 8-13. The YEP Coordinator will lead and manage all YEP programs, as well as serve as Youth Camp Director for all sessions of summer camp. This involves the coordinating, planning, organizing, implementation, and evaluation of both the school year and summer programs. Additionally, it includes developing and supporting community partnerships.

**Application Requirements:**

Interested and qualified candidates must submit a cover letter—highlighting qualifications and relevant experiences in relation to this position. Additionally, please request or download (at [www.tallturf.org](http://www.tallturf.org)) our employment application and return it along with your cover letter and resume. Applications may be submitted via postal service (816 Madison Ave. SE, Grand Rapids, MI 49507), email ([info@tallturf.org](mailto:info@tallturf.org)), or fax (616.452.7907).

**Application Deadline:** Completed applications must be received by no later than 5:00 p.m. on Friday, March 18, 2011.

**Required Qualifications:**

1. Bachelor's degree
2. At least three years of direct ministry experience working with youth from diverse racial/ethnic and socio-economic backgrounds
3. A minimum of two years of direct experience working with camping ministry
4. Experience mentoring/leading college staff and volunteers
5. Understanding and appreciation of cultural diversity and demonstrated cultural competency
6. A commitment to and faith in Jesus Christ as Redeemer and Lord over all of life and active involvement in the Body of Christ



**Preferred Qualifications:**

1. Past Tall Turf staff member, Leader In Training, or camper
2. GRIL (Grand Rapids Initiative for Leaders) Graduate
3. Knowledge of camp licensing and/or accreditation
4. Lifeguard, CPR, and First Aid certification
5. Knowledge of and experience with behavior management
6. Participation in anti-racist training
7. Excellent written and verbal communication skills
8. Prior experience with developing and managing budgets
9. Ability to communicate with a wide range of audiences
10. Demonstrated ability to effectively delegate responsibilities
11. Bi-lingual (English – Spanish) ability

**Additional Essential Functions:**

1. Ability to communicate and train staff and campers/program participants in safety regulations and emergency procedures.
2. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
3. Ability to communicate and work with diverse groups of people and to provide necessary instruction to campers/program participants and/or staff.
4. Ability to observe camper/program participant behavior, assess appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
5. Cognitive and communication abilities to plan, supervise, and/or conduct activities to achieve camper/program participant development objectives.
6. Physical ability to respond appropriately to situations requiring rescuing a child.
7. Cognitive and communication abilities to supervise and lead staff.
8. Knowledge and ability to safely drive vans occupied with up to 12 passengers.
9. Ability to follow state health, fire, and licensing rules and regulations as well and accreditation standards.