



National Leadership Conference Staff Positions

Central Staff

Activities and Logistics Coordinator: This position designs and coordinates the implementation of reflections, night's doings, polar bear, interest groups, waterfront, and social time. Through the support of the activities and logistics specialists, this position ensures that all assigned program components are well organized, prepared, and facilitated throughout the duration of Conference.

Adventure Team Coordinator: This position coordinates the implementation and delivery of the adventure components of the program, i.e. mobile initiatives, team challenges, ropes course, climbing wall, and second year quest.

Area Coordinator (1st, 2nd, 3rd, and 4th Year): This position supports the Program Specialists in the delivery of the leadership curriculum and quest. This position provides guidance for the delivery of leadership curriculum and quest curriculum.

Facilities and Dining Hall Coordinator: This position supports the entire conference community through the smooth running of the Dining Hall. This position coordinates breakfast, lunch, and dinner and the activities that occur during those meals in addition to the special needs of quest meals.

Program Staff

Activities and Logistics Specialist: This position coordinates and implements the reflections, night's doings, polar bear, interest groups, waterfront, and social time. This position ensures that all assigned program components are well organized, prepared, and facilitated throughout the duration of Conference. This position also facilitates Community Time curriculum and is responsible for supporting the overall management of bay life.

Adventure Team Specialist: This position directly facilitates the adventure curriculum of the program, i.e. mobile initiatives, team challenge, ropes course, climbing wall, and second year quest. This position also facilitates Community Time curriculum and is responsible for supporting the overall management of bay life.

Facilities and Dining Hall Specialist: This position supports the entire conference community through the smooth running of the Dining Hall and Dishland. This position supports the Facilities and Dining Hall Coordinator in the coordination of breakfast, lunch, and dinner and the activities that occur during those meals. This position also facilitates Community Time curriculum and is responsible for supporting the overall management of bay life.

Heath Team Specialist: This position supports the entire conference community by providing basic first aid and delivery of all medications to participants and staff living in the bays. First Aid and CPR are required. Experience in the medical field, or advanced training (e.g. WFR) preferred.

Office Assistant: This administrative position supports the smooth running of Conference. Administrative functions include answering the phone, maintaining an organized office, safekeeping maintenance, word processing, and photocopying. Due to the time constraints of this position, the office assistants do not have any formal role in Community Time or Leadership Development Time.

Program Specialist: This position supports the Area Coordinator in the delivery of the leadership curriculum and quest. Additionally, this position is also responsible for co-facilitating Community Time and supporting the overall management of bay life.

