



**MOSES *Renewal* TEAM LEADERSHIP APPLICATION
2008-2009***

MOSES Inc

Making OurSelves Equipped Servants

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Name: _____ **Phone:** _____

Address: _____ **E-Mail:** _____

City: _____ **State:** _____ **Zip:** _____

D.O.B.: _____ **Present Grade:** _____

Please indicate which position you are applying for:

_____ **Team Director**

_____ **Team Shepherd**

Please indicate which trip(s) you would be interested in leading:

_____ **Weekend trips (scheduled as needed)**

Please give the date of your first long trip: _____

_____ **Weekend trips (scheduled as needed)**

_____ **Toronto Trip, Nov. 26 (PM)-30, 2008**

Spring Break trips:

_____ **April 2-11, 2009 (High School)**

Mexico Trips:

_____ **Ensenada I, 12-day, July 7-19, 2009**

_____ **Ensenada II, 12-day, July 14-26, 2009**

_____ **Ensenada, combo, 19-day, July 7-26, 2009**

***NOTES:**

Each Team Leader is expected to lead a minimum of two weekend trips per season and attend the leadership training retreat, **January 23-25, 2009**. Leadership evaluations for Team Leaders will be completed for the weekends you lead. Leading a Weekend Trip does not guarantee a leadership position for a Spring Break or Mexico Trip.

You will not have to pay for the Weekend Trips you lead and you will receive a \$25 voucher for each to be applied toward a Spring Break or Mexico Trip. Note: these vouchers are good only if your complete application and payment are received by the date listed on the application. The cost for Spring Break and Mexico trips will be reduced for Team Leaders.

TEAM DIRECTOR JOB DESCRIPTION

The Team Director is responsible to the Trip Coordinator.

1. Make sure all transportation hook-ups are performed correctly:
 - a. Trailer hitch, safety chains, light connections
 - b. CB's, antennae, telephones, etc. are installed and functional
2. Make sure the trailer door is closed tightly and locked before departure.
3. Take charge of loading and unloading vehicles and recruit others to help.
4. Oversee maintenance of vehicle during travel:
 - a. Fueling
 - b. Oil level and tire pressure
 - c. Washing of windshield and other glass
 - d. Emptying of garbage from van
5. Count participants before each departure and let driver know all are present.
6. Help navigate through tricky areas by reading maps and directions for the driver and by helping to watch road signs for turn-offs.
7. Watch driver for signs of fatigue. If this happens, encourage a rotation of drivers. Seek volunteers among the participants to assume to role of "shotgun."
8. Watch the speed of the driver. If too fast, recommend slowing down.
9. Decide (it's good to consult with Team Shepherd and Adult Leaders) where girls/guys sleep and who uses which bathrooms if there are several.
10. Maintain the schedule and make sure all participants are where they need to be at the proper time.
11. Break the team down into smaller work groups, as needed and check on participants to see if they need anything or to make sure they stay on task.
12. Support the Team Shepherd, especially during devotions; set an example by taking part in the discussion, offering prayer, etc. to encourage others.
13. Annually review and continue to uphold the MOSES Personal Dignity Policy.
14. Take charge of keeping housing/meeting facilities clean; delegate cleaning tasks to others as needed; make sure we leave facilities at least as clean as or cleaner than they were upon our arrival.
15. See to it that trash is removed to its proper place from high-traffic areas, such as dining hall and bathrooms.
16. Set up a KP schedule for all meals and see that people get there on time.
17. Maintain basic MOSES rules, gently confronting any violators. If gentleness is not effective, discuss options with your Adult Leader and/or Trip Coordinator.
18. Make sure van is thoroughly cleaned out prior to arrival back home; ask the driver to stop at a Rest Area less than an hour from your final destination; ask everyone to exit the van and take everything out. Throw away any unclaimed items; restore seats to proper positions, etc.

TEAM SHEPHERD JOB DESCRIPTION

The Team Shepherd is responsible to the Trip Coordinator

1. Make sure all participants feel welcome and accepted. Learn names; spend time with every participant in your team.
2. Take the lead in introducing people and breaking the ice.
3. Seek out any individual who may be feeling left out, lonely or homesick.
4. Prepare devotions (for weekend trips) and study provided devotional material for longer trips.
5. Lead devotions in such a way as to encourage everyone's participation. Encourage discussion and interaction. Avoid a lecture style approach.
6. Make yourself available to any hurting participant (young person or adult) for one-on-one time, active listening and prayer.
7. When faced with a situation that may be serious or life-threatening to a participant's mental, emotional or physical well-being, take it to the Trip Coordinator.
8. Support the Team Director with his/her duties.
9. Support and encourage your Adult Leaders.
10. Do all you can to instill unity in your team and among its leadership.
11. Consider introducing a spontaneous physical activity to lift people's spirits or attitudes. For example: jumping jacks, back-rubs for everyone around the circle, etc.
12. Maintain basic MOSES rules, gently confronting any violators. If gentleness is not effective, discuss options with your Adult Leader and/or Trip Coordinator.
13. Annually review and continue to uphold the MOSES Personal Dignity Policy.