

Job Description for Archery Instructor

1. Make sure the Archery Rules are current and displayed and taught.

Rules are:

- A. Post whistle commands before beginning.
 - B. Hang bows between the ready and shooting line, out of reach.
 - C. Instruct archers not to dryfire any bows.
 - D. No one is to cross the ready line and or the shooting line until the command is given.
 - E. No one is to cross the shooting line until all arrows are in the quiver and bows hung up.
 - F. No running or horseplay on the range.
 - G. Before starting instructor must look behind targets and back stop to make sure no one is there.
 - H. Before starting make sure everyone knows what the emergency stop command is: 5 or more whistles.
 - I. After emergency stop signal is given, stop shooting (even if already drawn) return arrows to quiver and hang up bows then every must assemble at the ready line.
 - J. Archers do not cross the ready line until given the command to.
 - K. Have archers put bows on toes with bows facing downrange on shooting line until the command to shoot is given.
 - L. Ensure arrows are ALWAYS pointed downrange.
 - M. After shooting have archers put up bows and return to the ready line.
 - N. Don't give the command to retrieve arrows until all shooting is complete and bows put up.
 - O. Ensure no one stands behind a person while they are pulling their arrows.
 - P. Ensure all points of arrows are covered with your hand while walking, as you would a pair of scissors.
2. Obtain certifications in CPR/First Aid and take the online Mandatory Child Abuse Reporting class You must also have either a letter recommending you as the Archery leader by someone who has observed your ability to teach and lead Archery or proof you have a current Archery Instructor Credential- (BAI)
 3. Submit to a background check.
 4. While on the camp property Use your cell phone on Airplane mode only except for emergency situations.
 5. Faithfully pray for all aspects of Tepee Bible Camp and for the times when you are leading.
 6. Manifest a Christ-like attitude and behavior at all times.
 7. Strictly adhere to the Statement of Faith of Tepee Bible Camp.
 8. Prayerfully prepare and be well grounded in the Word of God before coming to camp.
 9. Arrive at the camp in plenty of time to set up the archery area with all archery equipment and archery rules poster.
 10. Dress appropriately- (shorts must have at least a 5 in. inseam)
 11. If you plan to spend the night at camp please bring: a sleeping bag, pillow, toiletries, towel, wash cloth, Bible, flashlight, insect repellent, sun screen, jacket or sweatshirt, long pants, a hat, water bottle, sturdy shoes, and ample clothing.
 12. Thoroughly prepare and carry out the Archery time
 13. Ensure the safety of all campers during Archery.
 14. Be responsible for the care of all equipment.
 15. Clean up or assign staff to clean up after each archery time.
 16. Clean quarters at the end of your stay.
- I recognize that this is an unpaid volunteer position. (However you may send out letters to friends and relatives to supplement your income during the time you are volunteering- see Director for a sample ministry support letter).
 - I further recognize Tepee Bible Camp will undertake the expenses of my room and board while at camp. They will help me adjust to my responsibilities, acquaint me with the camp's goals and philosophies, as well as any State regulations and health and safety training my position requires. They will also supervise me in any way that seems advisable, pray for and support me with God's love, and provide a copy of this job description and agreement.

- I have read, understand and agree to carry out the responsibilities listed above to the best of my ability.
- I hereby give my permission for Teepee Bible Camp to conduct the required FBI, CBI and Child Abuse and Neglect background checks on me. The camp will cover the cost of these inquiries.

SIGNATURE OF STAFF APPLICANT

DATE

SIGNATURE OF CAMP DIRECTOR

DATE

For the Director:

This staff applicant attended and completed staff training on _____ (Date)