



## Camp Timberline Job Requirements for All Staff

### Work Environment:

The work environment at Camp Timberline is unique. All Staff should be able to perform the essential functions of their position within this environment:

- Daily activity takes place at a starting altitude of 9400 feet. Physical activities may be strenuous at times and may take staff up to 12,000 feet.
- Overnight camp terrain is rustic and mountainous.
- Staff accommodations consist of shared cabins for multiple weeks. These accommodations may occasionally have limited privacy and less comfortable sleeping arrangements.
- The group-based or community-living environment involves high social interaction each day.
- Duties require extensive hours each day providing customer service and activities for guests that includes standing, swimming, athletic activity, ropes course facilitation, and lifting and carrying camper items and program supplies that may be over 30 pounds.
- Staff are expected to self-manage and promote good mental, emotional, and physical health in a team environment.
- Overnight camp staff live in remote and highly engaged environments for multiple weeks with minimal communication outside of camp except for time off periods (much like a mission trip).
- Staff do not have access to internet or mobile devices during work hours unless they are assigned a computer for their job.
- There is no health care professional at camp during the retreat season. For more urgent or extensive care, local clinics/hospitals are utilized in the Estes Park area.

If you have other health needs (ie. allergies, asthma, etc.), please contact the EXP Director for expectations and services available.

### Minimum Job Requirements:

- Belief in the truth and power of the Gospel of Jesus
- Strong Christian faith and active relationship with Jesus Christ
- A firm belief in the complete truth of scripture
- Godly character, integrity, and adaptability
- Joyfulness, patience, kindness, self-control
- Able to develop fun, positive relationships with guests
- Concern and proactive approach to guest safety (emotional, mental, physical, and spiritual)
- Focus on guests and their experience
- Ability to live and work well in community and team dynamic
- Possess a strong and dependable work ethic, including being on time and responsible for all duties
- Ability to perform under challenging work conditions (hot temperatures, less sleep, and longer work hours)
- Ability to accept supervision and constructive criticism
- Current Adult and Pediatric CPR certifications



## **EXP Fall Internship:**

*(this is a general description and not limited to the responsibilities listed herein)*

### **Job Titles:**

Each Intern will have 6 rotations through the following positions:

- Kitchen Support
- Property Management
- Guest Services
- Programs Team
- Mountain Adventure Coordinator
- Store and Snack Shack Coordinator

### **General Responsibility:**

Build relationships with guests and staff in order to support the mission of Camp Timberline by offering an authentic retreat experience where guests who walk through our gates are consistently accepted, known, and loved. This will be done by serving each group uniquely through Mountain Adventure, food service, programming, and forming an understanding of how each group can best be served in their time on property.

### **Work Environment – Please see “Job Requirements for All Staff”**

All staff should be able to perform the essential functions of their position within Camp Timberline’s unique work environment. EXP staff must also be able to work extensive hours behind the scenes serving guests that includes standing, lifting, unloading, and moving supplies and luggage that may be over 60 pounds.

### **Minimum Job Requirements - Please see “Job Requirements for All Staff”**

### **Specific Responsibilities:**

- Create welcoming and safe environment for all guests, visitors, and staff.
- Facilitate Mountain Adventure, Outdoor Education, and Team Building classes as requested by retreat groups.
- Assist kitchen crew in setup, serving, and clean up of all meals.
- General property upkeep and maintenance as coordinated by facility director.
- Practice exceptional customer service to all retreat guests.
- Cleaning up after groups to prepare camp for upcoming retreat.
- Perform job responsibilities related to specific job rotation.
- Prioritize time to connect with Jesus.
- Engage in intentional relationship with other interns by participating in Bible studies, weekly dinners, and other activities provided by Camp Timberline.