

SAWMILL/CONFERENCE CENTER POSITIONS



PROVIDING A
MOUNTAIN TOP
ENCOUNTER WITH
JESUS CHRIST THROUGH
CHRISTIAN CAMPING

Summer Staff Training Begins:

5/27/18 for Adventure Staff, Leadership, HCP's, and Staff Shepherd
6/3/18 for Program Developers, Videographers, Security, and Office Assistant
6/10/18 for Program Assistants, Baristas, Prep Cook, Caterers, and Kitchen Utility

Position	Job Description	Base Pay
Head Lifeguard	Must possess experience in Lifeguarding and CPR/ First Aid certifications. Supervises and cares for lifeguard staff and schedules while managing the risks of pool-oriented instruction and recreation. Responsible for maintenance of the pool and its surrounding facility, equipment and water quality. Also assists the program department with the planning and execution summer camp program activities.	\$240 per week
Adventure Staff (12 Openings)	Ability to communicate and build relationships with campers and guests. Responsible for conducting ropes belaying, team building initiatives, airsoft facilitation, lifeguarding, and recreational activities. Ability to follow directions and safety protocols. Flexibility, creativity, spiritual maturity and a love for children required! Lifeguarding experience and CPR/ First Aid certifications a plus. Also assists program developers in the implementation of activities and night events. Outgoing and energetic personality a must!	\$210 per week
Healthcare Provider, HCP	RN, LVN, EMT or upperclassman in nursing with CPR/First Aid certifications, with valid driver's license and clean driving record. Responsible for overseeing camper and staff health and safety. Administer medical attention and over the counter/prescription medications. Must keep accurate journal records and camper insurance forms. Responsible for infirmary and setting up transportation to the hospital. Refers to doctor's orders when necessary.	\$240 per week
Videographer/ Media (2 openings)	Adequate experience using DSLR Camera to capture photos and videos of sufficient quality to be used for public viewing and in-camp entertainment. Familiarity with the OS X environment and Apple's creative software (i.e. iMovie, iPhoto, etc.) sufficient to rapidly produce movies and slideshows for in camp and external viewing. Experience with online photo storage/sharing websites (e.g. PhotoBucket, Flickr, etc.) as well as the WordPress interface for website updates.	\$250 per week
Program Lead (2 Openings)	Must be able to follow, collaborate, lead, demonstrate creativity, flexibility and the ability to plan and execute age-appropriate activities and events that support Alpine's program philosophies and goals; responsible for the collaborative design, planning, and oversight of team games, activities and temporary community building aspects of Junior High and High School. Will also be responsible for the general oversight of the male and/or female housing respectively. Must be mature, organized, and a positive role model for staff. Public speaking experience is desirable.	\$250 per week
Program Developer (2 openings)	Must be able to follow, collaborate, demonstrate creativity, flexibility and the ability to plan and execute age-appropriate activities and events that support Alpine's program philosophies and goals; responsible in assisting Program Leads with the development and oversight of team games, activities and temporary community building aspects of Junior High and High School. Public speaking experience is desirable. Must be creative, organized, and outgoing!	\$230 per week
Program Asst. (4 openings)	Must be able to follow, collaborate, demonstrate creativity, flexibility and the ability to plan and execute age-appropriate activities and events that support Alpine's program philosophies and goals; Will be required to sub as a counselor for Elementary, Junior High and/or High School camps as needed. Flexibility, a positive attitude and an outgoing nature is a must!	\$210 per week
Security (2 Openings)	Report in detail any suspicious incidents; take accurate notes of unusual occurrences; patrol randomly or regularly building and perimeter; monitor and control access at building entrances and vehicle gates; protect company's property and staff by maintaining a safe and secure environment; perform certain facility duties as a night closer.	\$220 per week
Prep Cook	Must be friendly, possess good physical health and stamina and be capable of providing excellent, Christ-centered service. Cooking experience preferred but not required; ability to catch on and move quickly while possessing multitasking skills.	\$220 per Week
Kitchen Utility (4 openings)	Must be friendly, possess good physical health and stamina and be capable of providing excellent, Christ-centered service. Responsible for the timely service of quality meals to all guests served; proper opening and closing of all food service areas; operates all kitchen equipment correctly, insuring that they all work properly; keeps dining room and food service storage areas clean and sanitized up to Health Department Standards.	\$210 per week
Office Assistant	Assists front office staff in serving parents and guests, including phone and in-person camp registrations. Picks up and distributes mail. Skilled in Microsoft Word, Excel and Access. Other clerical work as needed. Willing to work early evenings and some weekend days. Possesses a valid driver's license with clean driving record.	\$210 Per week
Staff Shepherd	Must be able to make the Bible come alive to staff! Responsible for staff development, building rapport, maintaining daily devotions, and developing chapel sessions for staff. Assist with spiritual welfare of staff and with program activities. Background in presenting scripture to small and/or large crowds. Must have proficient knowledge of scripture; and be able to exercise love, spiritual maturity, godly wisdom, and patience as a staff shepherd. Must be accessible, discerning and an excellent listener!	\$240 per week
Gift Shop Retail/Barista (2 Openings)	Must be friendly, possess good physical health and stamina and be capable of providing a helpful attitude towards guests and staff. Must be self-motivated, reliable, punctual and exhibit a desire to learn about retail sales. Must be honest and competent in the handling of money.	\$210 Per week

CONTACT ALPINE'S HUMAN RESOURCES FOR MORE DETAILS:
PHONE: 800.350.6289 EXT. 104 | FAX: 909.337.2574
415 CLUBHOUSE DRIVE/P.O. BOX 155 | BLUE JAY, CA 92317
EMAIL: RACHEL@ALPINE-CC.ORG | WWW.ALPINE-CC.ORG