

POSITION: **Stewardship Director (Support Staff Supervisor)**

LOCATION: Sylvaneers at Camp Santa Maria, Bailey, CO

STATUS: Summer/Fall seasonal position, 6 days per week

SALARY: Paid bi-weekly starting at \$600/week, with salary increases based on specific position(s) and previous experience working at camp

TIME FRAME: May through August, with possibility to extend contract to later date

REPORTS TO: Executive Director and Property Manager

If interested, please apply online at www.sylvaneers.camp/staff. Reach out to csm@sylvaneers.camp with questions.

GENERAL DESCRIPTION: The Stewardship Director at Camp Santa Maria is an essential role that bridges the gap between the Property Manager and Sylvaneers' programs. Experience with, or a willingness to learn how to use a variety of maintenance and cleaning equipment is an important skill, as well as an ability to effectively train and delegate to a group of support staff. The Stewardship Director is responsible for helping the Property Manager to maintain the facilities and grounds and helping guide and train Sylvaneers' staff to help in the process.

STEWARDSHIP DIRECTOR DUTIES:

- Set the tone for camp stewardship, as an example for staff and campers.
- Address challenges that arise, seeking help as needed
- Teach and facilitate various maintenance and cleaning techniques
- Participate in staff meetings
- Occasionally participate in all-camp activities, areas, and evening programs
- Effectively lead a team of support staff to maintain camp areas and equipment
- Joyfully and flexibly support day-to-day needs at camp
- Participate in staff training to acquire and build technical and soft skills
- Support the mission and vision of Sylvaneers at Camp Santa Maria
- Communicate effectively with support staff and supervisors.

QUALIFICATIONS:

- At least 21 years old, high school graduate or equivalent at time of employment
- Willingness to uphold high moral and ethical standards
- Enthusiasm for working with young people with love, patience, and consistency
- Ability to flexibly support in a variety of areas as needs arise

Work Environment and Physical Demands:

The employee must meet physical demands in order to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. While performing the job duties, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl.

The intent of this job description is to provide a representative summary of the essential functions that will be required of the position given the title and should not be construed as a declaration of specific duties and responsibilities of any particular position. Employees will be assigned specific job related duties, which shall be consistent with the representative essential functions listed above and will not be construed as expanding a particular position's role, scope, FLSA status, or grade.