



Camp Eagle®
Adventure Camps

CAREER

JOB TITLE: PROJECTS MANAGER

Department: Operations

Reports To: Operations Director

We are looking for someone with a strong work ethic and a desire to live and work in a close community to serve. We are passionate about our mission statement and are looking for a like-minded person who is willing to serve alongside us. Please thoughtfully consider each part of our mission statement, job description, and description of our ministry and community before you apply.

Mission Statement

We exist “to inspire Christ-like change through Outdoor Adventure, Authentic Relationships, and Biblical Truth,” and to use our mission to change the world.

Community

The makeup of our community determines a large part of what it is like to live and work here. We have about 80 people who live on-site year-round, consisting of full-time staff, their families, gap-year students, and retreat guides. Since we are far from any large towns or cities, all of our full-time staff live on-site. One example of our distance from town is that it takes 1 hour and 15 minutes to get to the closest Walmart in Kerrville. Camp Eagle is a beautiful place with many natural resources but calls for somewhat remote living. Our staff is fairly active and involved in our community and ministry. Generally, we like good food, playing outdoors, and working hard as we are very passionate about our mission statement. We encourage applicants, at a further stage in the hiring process, to visit and ask many questions from various staff about what it is like to live and work here. We are the first to admit that as a community we have many shortcomings but hope to use even those to serve Jesus Christ. Does that sound like something you want to do?

We Believe

For a detailed description of what we believe, please visit our website <https://campeagle.org/who-we-are>

JOB DUTIES:

Job Purpose:

To fulfill our mission by helping accomplish the dreams of growth and improvement at Camp Eagle through projects. With a view toward the future in terms of stewardship and sustainability of the facilities and facilitating a positive experience for our guests while they are at Camp Eagle.

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Projects:

- Oversight and administration of the projects team - time management, professional development, project assignments, etc...
- Lead or assist in the planning and completion of building projects of various types - general carpentry, framing, finish carpentry, cabinetry installation, light electrical, plumbing, tile, concrete, stone, audio-visual installation, drywall, landscaping, dirt work, drainage, trail work, welding, and a variety of other camp projects.
- Organize, lead, and work with volunteer groups and seasonal staff to complete projects and various campus improvements.
- Record the details of the camp's physical assets pertaining to projects.
- Help keep maintenance records of the aforementioned physical assets.
- Aid in or lead work groups in such as building granite paths, retaining walls, flagstone patios or walkways, tree trimming, and building, and maintaining our extensive trail network.
- Assist in the maintenance of the camp's septic and water systems.
- Participate in the maintenance on-call rotations.

General:

- Understanding the type of Personal Protective Equipment (PPE) needed for your various tasks and ensuring you know how to use the equipment and ensuring you wear PPE at all times necessary.
- Storing equipment, tools, and chemicals you are responsible for in a safe, legal, and organized manner.

Other duties of ALL Camp Eagle staff:

- Camp Eagle operates year-round. We have guests on the premises almost every day of the year. Serving guests is our number one priority, and therefore ALL staff must participate in guest service in some capacity. Tasks may include cooking, cleaning, facilitating group activities, running retail locations, general maintenance of the camp property, and work projects as needed. There are often groups here on weekends, and all staff members will be required to work at certain weekends as needed.



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Education, Abilities, Skills, Experience:

The “ideal” candidate will have:

- Educational equivalent of High School diploma or GED.
- Must be willing to work hard and take direction from others.
- Willingness to perform routine tasks regularly and on time, with various deadlines that fall: weekly, monthly, quarterly, and yearly for most tasks.
- Ability to speak to all guests and staff of all ages in a professional and friendly manner.
- Ability to problem-solve, fix things, and think outside of the box.
- Attitude of enthusiasm, taking initiative, willingness to learn, integrity, flexibility.

Work Context: This job will be performed primarily on location at Camp Eagle on the physical grounds of our property.

Travel: Occasionally required for training, to visit sites that we would like to learn from, staff retreats, etc

Physical Demands: Ability to lift heavy objects, sit, hike, stand, bend, squat, work from a ladder or lift, climb trees, and be outside in all weather conditions.

Work Environment: Will consistently work indoors, outdoors, in all weather conditions, high in the air, on slippery surfaces, and with heavy machinery.

Compensation: Salary, on-site housing, medical insurance, 401(k) retirement package after one year, paid vacation time, basic utilities, some meals at camp, and a basic telephone connection

Disclaimer: This job description is not a complete picture of all tasks, duties, or community responsibilities and is subject to change at any time at the discretion of the Director.