



MENTORS FOR LIFE

Youth Investment Foundation / Timber Bay

Job Title:	Camp Caretaker (married couple preferred but not required)	Funding:	Salary Support Raising with private housing provided
Position Category:	Camp Support	Classification:	Non-exempt
Location:	Timber Bay Camp & Retreat	Travel Required:	Some
Hourly Pay Range:	Negotiable	Position Type:	Full-time
Reports To:	Camp Management	Date Posted:	June 1, 2021
Assigned Trainer / Coach:	Camp Manager	Start Date:	Summer 2021

Application:	Inquire at https://timberbay.org/employment-application-form/
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Applications Accepted By:	
FAX OR EMAIL: 763.478.0501 or admin@timberbay.org	MAIL: Youth Investment Foundation / Timber Bay Attn: Laura Tolifson PO Box 316 Medina, MN 55340

Job Description
<p>PURPOSE</p> <p>Timber Bay exists to effect new attitudes and behavior as needed in youth. Through a growing faith in Christ and/or by supportive staff relationships, we create a sense of purpose, belonging, and community with our youth. We emphasize self-worth, forgiveness, accountability, and freedom from shame, with a balanced perspective of authority and freedom.</p> <p>ROLE AND RESPONSIBILITIES</p> <p>The Caretaker position fulfills our purpose by providing a caring camp and retreat setting that serves to enhance relationship building with our staff and the youth we serve.</p> <p>Responsibilities of a Camp Caretaker focus on three areas:</p> <ul style="list-style-type: none"> ● Facility Maintenance <ul style="list-style-type: none"> ○ Assist in caring for the camp facility in custodial and maintenance functions ○ Enjoy hands-on hospitality, working with people, and working outdoors ● Camp Programming Assistance <ul style="list-style-type: none"> ○ Prep for camp programming equipment and activities as needed. ○ Prep and work alongside WorkCrew campers on camp projects ● Communication <ul style="list-style-type: none"> ○ Develop financial and prayer partners for your ministry, the camp, and special projects through your personal network. Training is provided. ○ Assist in social media posts and fundraising projects as needed. Housing is not contingent on fundraising. <p>RELATING TO YOUTH</p> <ul style="list-style-type: none"> ● Because of the emotional and relational nature of our work with youth, we seek people with: <ul style="list-style-type: none"> ○ A high level of integrity and compassion for at-risk youth and a desire to continue learning in areas relevant to at-risk youth, along with an ability to clearly communicate.

- Act as resident assistant ministering to younger camp staff and volunteers staying at camp anytime throughout the year. Able to lead care groups, prayer groups, and bible discussions.

PERSONAL LIFE

- Because of the professional and personal nature of working at Timber Bay, we seek to hire individuals with:
 - A commitment to a local church’s body of believers. Attitudes and behaviors that honor Jesus Christ in your public and private life.
 - A “professional” approach when relating to those within and outside of our organization including:
 - Christian and non-Christian groups coming to camp as guests or invitees
 - Representing Christ, Timber Bay, and yourself in a respectful and thoughtful way when posting on Social media.
 - Your personal life in order in areas like a relationship with Christ, family, social & psychological.

PHYSICAL ABILITY

- Because of the physical activity that is often part of camp work, we seek to hire individuals who:
 - Are physically able to facilitate programming and maintenance in a camping and retreat ministry. Please communicate any physical accommodations you may need during your interview.

REQUIREMENTS

- Camp experience preferred.
- May be required to live in the camp’s private residence.
- Basic knowledge of maintenance and equipment.
- Some college or technical studies are preferred.

CERTIFICATIONS AND TRAINING:

- The candidate will be trained in and follow our business and ministry management practices, safety protocols, and working procedures including, but not limited to First Aid, abuse prevention, mandated reporting, and ongoing ministry training.

HIRING PROCESS

- Site visit(s) and documents pending hire can include:
 - A completed application packet on file with a clear background and reference check.
 - Interview(s).
 - A signed Code of Conduct, Statement of Faith, and Confidentiality Agreement on file.

ADDITIONAL

- The candidate also understands that any employment, both paid or unpaid, which might be offered by YIF is "at-will" and of indefinite duration, that either I or YIF may terminate that employment at any time, with or without notice and for any reason, that no agreement to the contrary will be recognized by YIF.

Office Use Only		
Reviewed By:		Date:
Approved By:		Date:
Last Updated By: MR		Date/Time: 6.1.21