



EMPLOYMENT OPPORTUNITY

CAMP MANAGER CASCADE LAKE 4-H CAMP, DONNELLY

The Cascade Lake 4-H Camp is located in a beautiful setting on the west shore of the Cascade Lake Reservoir, three miles outside of Donnelly, Idaho. The campgrounds are operated under direction of a 4-H Volunteer Board of Directors from the southwestern Idaho area, for the purpose of providing a prime camping facility for 4-H youth and other groups. The grounds are situated on forest land leased from the United States Bureau of Reclamation. Improvements include 15 sleeping cabins, 2 restroom/shower buildings, a large dining/recreation lodge with adjoining kitchen, a manager's cabin, beachfront and other recreational areas.

DESCRIPTION	The Camp Manager is responsible to the Board of Directors of the Cascade Lake 4-H Camp, Inc. General responsibilities include maintaining the campgrounds, buildings and equipment in an operational and attractive condition; conducting small repairs, including kitchen equipment; supervising other staff (head cook & kitchen help); maintaining adequate supplies of materials and equipment for camp operation; working in cooperation with head cook to maintain adequate foodstores and kitchen supplies for camp operation; performing limited recordkeeping as assigned; and communicating and maintaining good rapport with public and camping groups.
EMPLOYMENT PERIOD	Seasonal; May through mid- September each year
SALARY & BENEFITS	Salary negotiable. Use of manager's cabin, which includes small kitchen, living area, bedroom and bath. Meals that are served to campers are also provided for the staff.
GENERAL DUTIES	Open and winterize camp Maintain lawn and grounds General upkeep and correction of any potential safety problems Daily garbage removal from buildings Order and maintain adequate tools and repair materials Daily cleaning of all buildings, including restroom/showers Coordination of cleaning responsibilities with each camping group Order and maintain adequate supplies of paper & cleaning products/supplies

Continued

General handy-person duties, repair plumbing and kitchen equipment
Accurate collection of camping fees
Assure compliance with water testing requirements
Accurate recordkeeping, as necessary
Supervision of other staff (cook and kitchen help), as necessary
Maintain good public relations and communication with camping groups

**QUALIFICA-
TIONS**

Experience and knowledge in "handy-person" type work
Experience in supervision of others
Moral habits acceptable to Board of Directors
Willingness to live on the campgrounds during summer camping season
Experience in recordkeeping
Ability to lift 60 lbs, walk distances and stand for long periods of time
Congenial attitude toward adults and children
Appreciation for the value of a camping experience for children
Position is contingent upon applicant passing child protection screening

**APPLICATION
PROCEDURES**

To apply for this position, contact Cascade Lake 4-H Camp, Inc., PO Box 638, Middleton, ID 83644 or cascadelake4hcamp@hotmail.com to receive application form. 208-585-6669

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