



## EMPLOYMENT OPPORTUNITY

### CAMP MANAGER

### CASCADE LAKE 4-H CAMP, DONNELLY

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*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.*

<b>DESCRIPTION</b>	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.
<b>EMPLOYMENT PERIOD</b>	Seasonal; May through August each year
<b>SALARY &amp; BENEFITS</b>	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.
<b>GENERAL DUTIES</b>	Open and winterize camp Maintain lawn and grounds General upkeep and correction of any potential safety problems Daily garbage removal from buildings 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

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., 217 W Georgia Av Suite 100, Nampa, ID 83686 or [contact@casadelake4hcamp.com](mailto:contact@casadelake4hcamp.com) to receive application form. 208-250-8444

