



## Hope Mission – Brightwood Ranch

### Job description

**Job title:** Maintenance Assistant

**Reports to:** Summer Camps Manager

**Hours of work:** 40 hours/week, Mon-Fri, some weekend work may be required

**Position Duration:** June 27 – August 19

**Hope Mission** is a non-denominational Christian inner-city rescue mission based in Edmonton, Alberta. Hope Mission also has branches in Calgary, Red Deer, Wetaskiwin, and 2 summer camps (Brightwood Ranch & Camp Hope).

**Brightwood Ranch** exists to serve, strengthen, and uplift children and youth in Edmonton and area through providing a fun and Christ-centered summer camp experience.

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### Our Vision

Hope Mission has a vision that men, women, youth, and children who we serve would come to know Jesus Christ as their personal Lord and Savior.

This vision can only be fulfilled only if all staff is diligent in serving, strengthening and uplifting people in the name of Jesus Christ.

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### Job Summary:

Brightwood Ranch will be running Day Camps this summer (2022). Children and youth will be bussed from Drayton Valley and West Edmonton to attend summer day camps at Brightwood. Day Camp Leaders are a key part of creating a fun, welcoming, and Christ-centered camp experience for participants. As the Maintenance Assistant you will be required to Assist the year-round Camp Maintenance staff with projects around camp: cleaning, fixing, painting, mowing, removing garbage, transporting supplies, and other tasks as needed: participate in camp activities and chapels. Cleaning and covid-19 sanitization will be a part of daily responsibilities. All team members will be responsible for following and ensuring all day campers follow covid-19 protocols.

NOTE: Team members living at Brightwood Ranch over the summer may be asked to commit to being a cohort for the summer depending on current covid-19 guidelines at the time of camp.

### Key Attributes:

- **Teamwork:** Willingness to serve alongside the kitchen team and Brightwood Ranch Day Camp team
- **Passion for & Commitment** to working maintenance and for ministering to children who face a variety of obstacles and challenges in their lives
- **Multi-Tasking:** Able to juggle competing needs and prioritize completion of tasks and projects
- **Crisis Response:** Able to use conflict resolution & de-escalation techniques to manage crisis & conflict situations
- **Flexibility:** Ready and willing to adapt and serve as needed, given the ever changing covid-19 guidelines and the realities of summer camp ministry.
- **Love for the outdoors:** The majority of the Day Camp activities will be outdoors, so bring your hats and bug spray!

### Main Duties and responsibilities:



- Develop supportive mentoring relationships with day campers
- Helping with Camper dishes
- Restocking supplies
- Lawn mowing
- Assisting maintenance supervisor with camp upkeep
- Participating/supervising in Camp activities as needed
- Cleaning and sanitizing the camp (washrooms, program spaces etc)
- Follow all covid-19 protocols
- Other related tasks and duties as required

#### **Minimum Qualifications & Skills:**

- Experience working with children and youth
- Excellent communicator
- Conflict resolution and verbal de-escalation skills
- Physically able to lift up to 50 lbs, run and play active sports and games with campers
- Class 5 Driver's License
- Standard First Aid certification is an asset

#### **Other Requirements:**

- Being a Christian Organization we require our employees to be in agreement and sign the Hope Mission Statement of Faith (<http://hopemission.com/about-us/values>)
- **Must be legally entitled to work in Canada on a full-time basis.**
- Able to provide Criminal Record Check with a Vulnerable Sector Search and a Child Intervention Record Check
- A letter of reference from a ministry or church is an asset
- Adherence to Hope Mission's Policies and Procedures

#### **To apply:**

- Submit a team member application online at the link below:  
<https://hopemission.wufoo.com/forms/z1mc7ue10vko568/>
- Please note that the application will ask you to upload your resume & cover letter indicating why you want to work for a Christian ministry (in 1 document) and to provide 3 references.
- Questions? Email [Brittany.Moland@hopemission.com](mailto:Brittany.Moland@hopemission.com)