



Summer Camp Manager

Overview

The Summer Camp Manager will work with the other Summer Camp Manager and the entire Summer Camp Team to assist in all aspects of running the Hidden Acres Summer Camp Program. This includes recruiting, hiring, and training summer camp staff, coordinating with other full-time staff, and overall creating an environment in which lives will be changed by the gospel of Jesus Christ. This is a full-time, year-round, salaried position.

Specific tasks will include (but are not limited to) the following. All tasks will be shared with the other Summer Camp Manager as determined by skills and interests.

- Traveling and speaking to recruit summer staff at colleges, high schools, and various other ministries.
- Processing staff applications, conducting interviews, and making hiring and positioning decisions.
- Strategic planning for the summer camp program and staff.
- Networking with colleges, churches, and key ministry leaders for recruiting and general ministry purposes.
- Setting up and conducting online and in-person staff training.
- Communicating with summer staff during the school year.
- Creating and communicating the summer camp curriculum.
- Updating and teaching from the summer staff manual.
- Daily meetings with interns during summer camp.
- Building relationships with and investing in summer staff during the summer and throughout the school year.
- Setting up, coordinating, and leading daily summer staff Bible studies.
- Managing major staff and camper conflict.
- Running activities on weekends for guest groups on a rotating schedule with other full-time staff.
- Other duties as assigned.

About Hidden Acres

Hidden Acres Christian Center is located in central Iowa and is owned and operated by the Evangelical Free Church. It is the largest camp in Iowa and one of the larger camps in the Midwest. Hidden Acres covers 660 acres, has over 60 buildings, and has housing for 900 guests (640 during winter months). Our full-time staff of 30 keeps the camp running smoothly for nearly 20,000 annual retreat guests.

2022 Summer Camp Numbers

- Total Campers: 3877
 - Overnight campers: 3564 (7 weeks)
 - Day campers: 313 (5 weeks)
- Total Summer Staff: 160

Qualifications

- A committed follower of Christ, in agreement with the EFCA Statement of Faith.
- A 4-year college degree or 4 years of full-time employment (preferably in ministry/camp setting).
- Ability to work well independently and as part of a team.
- Ability to teach in large group and/or small group settings.
- Personable and able to connect with students, guests, and staff of various ages, backgrounds, etc.
- Passionate about student ministry and developing young leaders.
- Organized and capable of balancing multiple projects at once, including administrative work, leadership responsibilities, and relationship-building.
- Must possess and maintain a current, valid driver's license and have an acceptable driving record.

Benefits

- Salary to be discussed during the interview process
- PTO
- 403(b) retirement account
- 403(b) retirement account matching (2% after first year of employment)
- Staff discount on store items
- Meals in the Dining Hall whenever served (daily staff lunch, most weekend meals)
- Flexible schedule
- Opportunity to take master's level courses toward a degree in Organizational or Christian Leadership at Hidden Acres