



**JOB TITLE:** Activities Associate

**SUPERVISED BY:** Adventure Center Director and Adventure Center Coordinator

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### **POSITION OVERVIEW:**

Activities Associates will support and actively contribute in fulfilling the goals and mission of Covenant Harbor. The primary focus will be facilitating participants safely through various activities including climbing, archery, canoeing, bounce castle, snow tubing and more.

### **GENERAL QUALIFICATIONS:**

- Be in agreement with and support of Covenant Harbor's mission and vision
- Demonstrate a living and growing faith in Jesus Christ in life decisions and relationships
- Have a strong work ethic and positive attitude
- Be organized, personable, able to make adjustments with short notice, and have a heart for service
- Personal maturity, sound judgment, motivation, and integrity
- Be attentive to details, flexible, and be able to complete tasks on own
- Comfortable speaking to large groups

### **EDUCATION AND TRAINING REQUIREMENTS:**

- At least 16 years old
- Able and willing to follow written and verbal instructions
- Experience with belaying preferred
- CPR, First Aid, and/or lifeguard certifications are preferred

### **GENERAL DUTIES:**

All Activities Associates will carry out the Covenant Harbor mission and ministry in the following ways.

- A. Maintain a safe environment during activities by following the standard operating procedures.
- B. Orient and safely belay participants through various climbing elements.
- C. Lead participants through activities including canoeing, archery, bounce castle, snow tubing, etc.
- D. Properly operate and inspect all equipment.
- E. Manage and complete paperwork related to a group's visit as needed.
- F. Greater Covenant Harbor Ministry:
  - Be a positive, helpful and active member of the staff community.
  - Support and help with retreats and events at Covenant Harbor.
  - Help effectively maintain and steward Covenant Harbor's resources.
  - Support and encourage other Covenant Harbor staff and volunteers in shared tasks.

### **WORK ENVIRONMENT & PHYSICAL REQUIREMENTS:**

- The duties of this position will take place both indoors and outdoors and will require the individual to work in conditions including cold, snow, rain, heat, and travel over hilly terrain. Covenant Harbor is built on a large hill and although there are paved sidewalks, there are also many steps and steep inclines. Must be able to stand for a minimum of 6 hours. Must be able to lift at least 20 lbs for a distance of 100 yards or more. Time may be spent standing and looking up for periods of two or more hours while belaying for climbing related activities.

### **SALARY & BENEFITS:**

**Type of Position:** Part time hourly, year-round; Competitive pay range.