

# Hospitality Director - Camp Cedarwood

## YFC Winnipeg

*Full-time - Permanent*

Youth for Christ Winnipeg is looking for a highly motivated and organized individual to serve as a Hospitality Director at Camp Cedarwood. The Hospitality Director will have the option to reside at the Camp, located at Pinawa Bay - Lac du Bonnet, Manitoba. Camp Cedarwood is a ministry of YFC Winnipeg that provides youth with a camp experience that is rooted in the Gospel with a focus on excellence, while allowing them to experience new and exciting opportunities through our programs and activities.

A successful candidate for this position will recognize first and foremost that they will play a significant and vital role in the success of Camp Cedarwood; what you will do here will have an important impact on the young people and guests who attend and enjoy Camp Cedarwood's beautiful facility and setting.

### Responsibilities

- Manage and schedule hosting for guest groups.
- Create a welcoming atmosphere for all who enter our facility, responding to any special needs and services of our guests.
- Schedule/designate recreational activities and meal times for each group.
- Be a liaison to the Host of each group to determine program and equipment needs.
- Ensure all members of guest groups are orientated to site and safety procedures.
- Ensure designated lodge areas (i.e. bedrooms, bathrooms, recreation rooms, meeting spaces etc.) are clean and tidy in preparation for upcoming guest groups.
- Keep stock and order cleaning supplies as needed.
- Serve on the Cedarwood leadership team and liaise with other Directors regarding guest groups and any needs and expectations they might have.
- Play an active role in the summer camp and work to develop ways to ensure the youth attending feel at home and cared for.
- Serve as the contact person for on-site volunteers.
- Ensure volunteers are provided with an orientation upon arrival and that responsibilities and supervision are scheduled and communicated to volunteers.
- Prepare accommodations and thank yous for volunteers.

### Requirements

- Maintain a close, intimate relationship with God as a devoted follower of Jesus Christ.
- Be an active participant in the life of a local church.
- Affirm and support our organization's Community Covenant and Statement of Faith, and be committed to YFC's mission.
- Experience working in the hospitality industry would be an asset.
- Embrace YFC's core values with a strong heart for evangelism.
- Able to work well in a team as well as on your own.
- Organization skills.
- Interpersonal skills and a heart for service.
- Leadership capabilities.
- High level of stewardship and ownership of work.

For more information or to submit your resume and cover letter, please contact Human Resources at [hr@yfcwinnipeg.ca](mailto:hr@yfcwinnipeg.ca).