



# Job Description

**Job Title:**

Xtreme Specialist

**Purpose Statement:**

To advance the mission and vision of Woodlands by developing and facilitating Xtreme programs that challenge campers and staff to deepen their trust in God.

**Reports to:**

Xtreme Program Director

**Basic Qualifications:**

- Passionate about the outdoor industry – committed to growing knowledge and expertise in the field
- Safety-conscious – vigilantly looks to identify hazards and reduce risk
- Resourceful - able to find quick and clever ways to overcome difficulties
- Thorough - takes pains to complete tasks with great care to the last detail

**Responsibilities:**

- Camp Season
  - Assist in summer staff training
  - Oversee Xtreme program of one site
  - Lead assigned summer staff team
  - Maintain a high standard of safety
- Retreat Season
  - On call for weekend retreats (maintenance or adventure attraction emergencies)
  - Assist in maintaining our buildings, attractions, appliances, and staff homes
  - Conduct daily, weekly, and monthly inspections throughout the camp property
  - Assist in prepping for upcoming Xtreme adventures and activities
  - Participate in the summer staff hiring process
- Administrative
  - Develop and maintain systems for maintenance, adventure attractions, and Xtreme
  - Maintain assigned budget line items, systems, and resources
  - Pursue and maintain all professional certifications and training necessary to safely lead campers and staff on Xtreme outings
  - Ensure all adventure attractions and equipment stay up-to-date on their safety inspections
- Personnel
  - Assist NEXT Team, summer staff and full-time staff with adventure attractions

*LEGAL THINGS THAT FEEL AWKWARD BUT ARE IMPORTANT: This job description is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organization. During the course of employment, employee is free to resign from Woodlands at any time for any reason. Woodlands is a religious organization, reserves the right to hire based on the basis of religion and has the right to terminate employment at any time, with or without advance notice and with or without cause. This is described as employment at will. Description updated 12/8/2023.*