

# Frontier Lodge



## Adventure Ministry Intern

Nordegg, AB – May – June and/or July - August

**Reports to:** Executive Director; Indirect Report: Director of Ministries and Summer Camp Coordinator

Come and have a lasting impact in the lives of others by joining our team and using your gifts for God's Kingdom. Our focus is to inspire people to experience and know the goodness of God. This is accomplished through site care, hospitality, service at our facility, and through transformational adventures in the mountains. We are seeking a candidate who is passionate about using their skills to serve the Lord.

Frontier Lodge is looking for individuals who are 18 years and older and desire to be used by God in an adventure-based ministry. Applicants must have a desire to spread the Gospel through a variety of different methods from informal teachable moments to morning and evening devotions. They must also model lifestyle evangelism. Adventure Ministry Interns will be involved in leading cabin groups and facilitating off-site activities, as well as rotations in the kitchen, maintenance, and/or the camp office. We accept around five interns for this role for the spring and summer seasons. A mandatory staff training is provided at the beginning of the intake period - May and/or July.

### Key responsibilities include:

#### Frontier Lodge as a whole:

- Share, along with other staff, in the heart of Frontier Lodge's vision and ministry.
- To work on maintenance, kitchen, program, and other responsibilities as assigned.

#### Kitchen Specific:

- Work alongside the Kitchen lead and team to plan & prepare delicious meals for guests and staff suitable for the changing guest demographic.
- Maintain a high standard of food quality and kitchen cleanliness.
- Comply with all Health and Safety regulations according to Alberta standards.

#### Maintenance Specific

- Work alongside the Maintenance Lead and team to maintain many aspects of Frontier Lodge's site including but not limited to:
  - General construction or maintenance task like deck building, plumbing fixes, painting etc.
  - Maintaining trails and yard care such as mowing lawns, trimming trees and branches, moving firewood etc.
- These responsibilities require the use of hand tools, operation of power tools and equipment such as shovels, chainsaws, skid steers, and vehicles etc.

**Outdoor Related:**

- Works towards being a field leader in all of Frontier Lodge's outdoor programs.
- Works towards being an activity leader status in a select few Frontier Lodge programs.

**Cabin Leading Specific:**

- Works alongside Jr. or Sr. cabin leading partner to cultivate a safe environment for their cabin to thrive and grow in.
- Helps lead cabin through adventures, teachable moment, debriefs, wide games, campfires, and group devotional times.
- Inspires their cabin to choose challenge, that getting outside is worth it, that Jesus wants a life with them, that they belong at Frontier and in God's community.
- Leads with a positive influence.

**Qualifications, skills, and experience:**

- Growing relationship with God and a passion to see the body of Christ being built up together.
- Genuine love for outdoor experiences and adventures and how they connect us with our Creator.
- Ability to lead others effectively, and work alongside a team.
- A servant heart and passion for being part of Frontier's ministry.
- Minimum Current "Standard First Aid" (16hr) and "CPR-C" is considered an asset.
  - Wilderness first aid courses are also an asset.
- Food service or maintenance experience is considered an asset.
- Outdoor industry certifications or Frontier Lodge Competency such as:
  - Minimum 40 hr Wilderness first aid, preferably 80 hr advanced adventure medic
  - Field Leader and Debrief competencies.
  - General & Technical Rope Skills
  - Rappel Activity Leader
  - Tyrolean Activity Leader
  - General Trip Leader
  - OCC (Outdoor Council of Canada)

**General Application Requirements:**

- 18 Years of age or older
- Support and agree with the Frontier Lodge Statement of Faith
- Completed Frontier Lodge Staff Application form
- A clean Criminal Record Check (Vulnerable Sector)

**Compensation:**

- Accommodation – Onsite accommodations including all utilities and internet services are provided.
- Food - A food benefit is provided in the form of a combination of meals and groceries to accommodate all onsite meals.

**To Apply:**

Please fill out the application form at [https://frontierlodge.formstack.com/forms/volunteer\\_application](https://frontierlodge.formstack.com/forms/volunteer_application) and attach your resume and cover letter, or email [office@frontierlodge.ca](mailto:office@frontierlodge.ca) for more info.



# ERSC - Frontier Lodge Staff

## Expectations

*What is expected of each Frontier Staff member throughout the year. See Job Description for role specific.*

### Missional

- Supportive and committed to the Frontier Lodge Statement of Faith
- Can clearly articulate a philosophy of ministry for themselves which fits within the context of the Frontier Lodge's vision statement and values
- Continued desire to grow in Christlikeness (presenting your transforming self)
- Demonstrates the love of Christ through you belong here hospitality

### Organizational

- Fulfills specific job requirements on time and with professionalism. See Job Description.
- Collaborating effectively and inclusively with the rest of the Frontier Lodge team
- Proactively communicate with Director of Ministries for specific schedule requests and needs in advance
- Facilitates staff team through a devotional thought during staff devotion. (Every 4th month)
- Represents Frontier Lodge authentically and appropriately. (ie. Using social media, emailing, hosting etc.)
- Develops a Personal Development Plan for themselves submits to E.D. bi-annually and continues to reassess progress and goals. (this includes hard, ministry and soft/people skills)
- Submits personal feedback form bi-annually and meets with E.D. for feedback and review. (includes personal development plan & feedback form)

### Time

- Present and on time for morning devotions, meetings and other assigned work related items
- Dishes:
  - Breakfast - everyone available after staff meeting is complete
  - Lunch - usually done by kitchen staff unless otherwise assigned
  - Supper - when scheduled dishes begin 30 minutes after the meal start time until completed
  - Self made food/dishes - Clean up all of your dishes and kitchen supplies immediately after meal
  - Staff only meals - Everyone who eats cleans up after
  - Off days exempt you from your assigned dish duty even if you eat meal
  - Must swap with someone if you are unable to make the assigned dish time
  - If assigned to an evening activity you are able to leave dish time when your next responsibility starts
- Participates or leads evening activities when scheduled with enthusiasm. Not usually more than 3 evenings per week.
- Responds to emails in a timely and professional manner.
- Usually works 5 days a week with 2 off days, not always in sequential order
- Provided 15 days off subject to approval and in context of the Frontier Lodge schedule.
- Frontier provides a number of other days off in lieu of stat holidays worked, after busy seasons and at Christmas time. This total ranges between 10-15 days depending on the year.

### Outdoor Related: When assigned or working in the field

- Have and maintain a minimum of 40hr wilderness first aid, preferably seeking to maintain 80hr certification.
- Have and maintain appropriate gear for leading in the outdoors
- Maintains a high level of fitness. (can jog 3km without stopping in under 20 minutes)
- Works within the S.O.P. of Frontier Lodge's outdoor programming labeled in the programming policies binder.



## Resources

*What assistance is available to help accomplish your role*

### Spiritual

- The Holy Spirit/God as a guide and helper - John 14
- The Bible. The word of God given as a resource to grow in relationship and knowledge of Jesus
- Faith encouragement through Frontier Lodge organized devotions, prayer time, bible study, musical worship, Christian community, Church, and guest speakers

### People

- In person feedback, mentorship, coaching and development with E.D casually and through bi-annual meetings
  - E.D. partners with the Frontier Staff to work out the development plan suited for each individual
- Other staff at Frontier Lodge to participate and support in broader mission of Frontier Lodge
- Directors of Explore
- People in the Nordegg Community

### Time

- Staff training days (upskilling and specific development days or weeks)
- Flexible schedule & work life
- Staff are given 15 days to put towards support raising efforts.

### Knowledge

- Frontier Lodge's in house competency track for developing as an outdoor leader
- Schooling/participating in Explore classes
- Web seminars or conferences (CCI, ACA etc)
- Staff training days
- Outsourced courses or certifications
- Frontier Lodge/Explore Library
- Other Christian Centres and Camps

### Financial

- Pro Deals: Certain pro-deals are made available to staff so that they can purchase gear they need at a reduced rate
- Housing/Food Benefit
- Some roles come with a stipend
- Frontier is a registered non-profit charity and allows staff to raise support for financial assistance. Money donated is tax receiptable.

### Other Resources

- Ease of access to the mountains
- Onsite ice wall, boulder cabin, bike trails and the lake
- Gear use from FL
- Health Benefits Plan

## Skills

*What skills are necessary to be successful in your role. See Job Description for role specific.*



### Communication

- Listen and ask insightful questions
- Speak clearly and confidently in front of a group
- Breaks down complicated skills into small easily to understand parts
- Professional and concise written and verbal communication skills

### Group leadership

- Inspire, communicate and lead out of a clear vision
- Group formation: able to lead a group through the stages of group formation
- Group management, including good judgment
- Patient with others

### Wilderness competencies: If working in outdoor field

- Is an activity leader in all of Frontier Lodge's outdoor programs. (2 years of experience working on and developing instructional and personal skill set per skill)
  - These can include both the Frontier Lodge competencies and outsourced certifications such as:
    - See FL Competency booklet
    - ACMG certifications such as: TRCI, Hiking Guide, Apprentice Rock etc.
    - PMBI Level 1 & 2
    - Swift Water Rescue Technician
    - Paddle Canada

### Education

- Prepare and deliver effective feedback
- Facilitation through group debrief
- Understands the 4 learning styles and can include them all in their instruction
- Project Management: can design, plan for and implement lessons, events, etc from start to finish.

### Other

- Leadership - positively influences those around them
- Intentionally and positively resolves conflicts
- Continuously good self care
- Strong time management ability
- Initiates, self directed and proactive.

## Consequences

*What are the positive and negative consequences of doing well or poorly in your role*



### **If you do well in meeting expectations**

- Increased opportunity at Frontier Lodge
- Growth in relationship with Christ
- Personal and professional skill development
- A positive reference from Frontier Lodge

### **If you do poorly in meeting expectations:**

- Loss of leadership influence
- Lack of personal and skill development
- Restriction of responsibilities and autonomy
- Constructive conversation with Executive Director or overseer

Release from position at Frontier Lodge