

The Hills of Peace Campground Association  
Requires the Services of a  
**CAMPGROUND CARETAKER**

**Background:**

The [Hills of Peace Campground](#), owned by [Community of Christ](#), is located in east-central Alberta, [approximately 45 km west of the town of Provost](#). The campground serves as the site of camps and retreats for church members and friends of all ages primarily from Alberta and Saskatchewan. In addition to the links provided above there is a [Hills of Peace Facebook page](#).

The campground includes much open space for outdoor activities, a waterfront that offers opportunities for swimming and canoeing, and facilities such as a dining hall, large chapel, multi-purpose classroom building, cabins and dormitories for accommodation, as well as spaces for tents and recreational vehicles. It is fully serviced with water, washroom facilities, power, and natural gas.

**The Opportunity:**

A Campground Caretaker is required due to the pending resignation and re-location of the current caretaker.

The exact responsibilities and remuneration will be negotiated and will be based on the skills, experience, and capabilities of the successful applicant. “Handy-person” skills are beneficial, but are not a requirement of the position.

The general expectations of the Caretaker include:

- Supervision of the grounds including inspection of the facilities on a regular basis to determine the need for any repairs or general maintenance
- Ability to be on-site for all events scheduled at the campground to serve as a resource in the event of any physical issues requiring attention and to serve in an advisory capacity to event directors to ensure understanding of expectations for all users of the grounds. This will include Community of Christ events as well as any bookings or rentals from other organizations.
- Perform basic maintenance tasks as required including grass-mowing (a riding lawn mower is on site), and minor repairs where possible and necessary.
- Maintain regular liaison with the President of the Board of Directors (or another board member delegated by the President for such contact) to advise of maintenance and other issues at the camp.

- Ability to contact relevant local trades people or other contractors to perform necessary maintenance or repair tasks at the campground. Caretaker must interact with such persons to provide direction as required when doing work on the grounds.
- Attend meetings of the Board of Directors in a reporting and advisory capacity (normally held via video conferencing; one meeting per year will be held at the campground)
- At all times represent the Campground and the Community of Christ in a positive manner to those using the grounds, those using, visiting or servicing the grounds, and generally to the surrounding community.

### **Other Details:**

- This is not a full-time employment position. Responsibilities are part-time and seasonal. Specific time and work expectations will be negotiated with the successful candidate.
- Contract provisions may vary depending on the distance that the Caretaker lives from the grounds. Expectations will be for a visit to the grounds at least twice per month. Access during winter months can be a challenge, so the twice-monthly visit expectation may be modified.
- Accommodations are available on the grounds. A “caretaker house” is available for use for overnight visits to the grounds and during events at the grounds and could also be occupied for longer terms for the summer months of activity at the grounds if appropriate and desirable. Full time, year-round, residence at the grounds is an option that can be discussed.
- Remuneration may be based on the following factors:
  - Travel distance, time, and expense
  - Daily, or weekly, or possibly monthly rates for the work depending on the living and/or commuting arrangements that may be involved

### **To Apply:**

- Applications will be welcomed from individuals, from couples, or from families.
- Please prepare a letter of application stating the reason for your interest in the position and the strengths and skills that you believe you can bring to the job. A resume of work experience and education would also be useful. **The application may be directed to:**

**Noela Inions, President, Board of Directors**

By email: [noelainions1@gmail.com](mailto:noelainions1@gmail.com)

By post: Hills of Peace Campground Association  
Box 148

South Cooking Lake, AB T8E 1J2

- **Applications must be submitted no later than November 30, 2021.**
- **If suitable candidates apply before this date, the posting may close earlier.**

Thank you for your interest!