



Outdoor Education and Recreation Specialist

Recreation and Outdoor Education at Highland Lakes Camp and Conference Center is a vital part of the ministry. We believe recreation and outdoor learning experience provides the opportunity to develop knowledge and skills that add value to the student's lives both in and out of the classroom. We provide both secular education and Christian education opportunities to schools and community groups who attend our program. We also provide an outstanding recreation program for our retreat and camp guests.

Purpose

Our Recreation program provides opportunities for fun, growth, and experiences that you cannot have in most places. We also desire to encourage and build friendships and trust among our guests while reflecting the love of Christ.

Our Outdoor Education program provides curriculum and facilitation for outdoor experiences that support educational objectives, classroom curriculum, and extends the opportunity for academic, social, and emotional growth to more than 4,000 students each year and growing. The opportunity to foster growth in communication, leadership, and problem solving skills is a part of every outdoor education program offered at Highland Lakes Camp.

Essential Duties and Responsibilities

- Prepare contracts with groups and potential groups who may participate in outdoor education
- Follow Up with group leaders and schools as they prepare to participate in Outdoor Education programs
- Seek and maintain effective communication between the camp, school districts, and community groups for the purpose of collaborative planning.
- Work with the Director to create and implement a comprehensive recreation and outdoor education program.
- Help lead instruction and facilitation of our recreation and outdoor education
- Work with the Director to write and make curriculum adjustments (as needed) to comply with the 5th Grade Texas Essential Knowledge and Skills (TEKS) standards.
- Compile and maintain necessary records for participating students and staff or sponsors.
- Help maintain all areas of recreation, challenge course and outdoor education.

Qualifications

- Christian
- Degree in Education or Recreation
- Communication skills to work effectively with professional staff and parents.

- Experience in outdoor adventure education or related fields.
- Willingness to be certified in areas such as lifeguarding, archery, challenge course etc.
- Ability to problem solve, schedule daily activities, model good communication skills, and work with schools and families to meet student's individual needs.
- Positive, encouraging, and uplifting attitude toward all people and in all communication. Ready to have fun.
- Willing to live at Highland Lakes Camp and Conference Center

Physical Condition

- Good overall health is necessary.
- Lifting and active moving will be required.
- Be able to work outdoors in a variety of weather conditions including summer heat.

Benefits:

You will be eligible for benefit plans available to Highland Lakes Camp and Conference Center regular full-time employees, in accordance with the terms and conditions of these benefit plans, including:

- **Housing:** House is provided, plus water and electricity.
- **Health insurance:** Per the Employee Handbook, Medical, Dental, Long Term Disability, Group Term Life, and AD&D are 100% covered for the employee. Medical and Dental coverage is also provided for the employee's family. Insurance benefits are effective upon hire date.
- **Retirement:** Per the Employee Handbook, tiered employer contribution begins after 90 days of employment is completed.
- **Leave:** Vacation, Sick, Personal Days, and company Holidays are provided per the Employee Handbook. Leave benefits are effective upon hire date.
- **Other:** Christmas bonus

For more information contact the Executive Director Norman Flowers at 512.264.1777 or send your resume to norman@hlccc.org.