



Experience. Dynamic. Transformation.

Happy Valley Conference Center is seeking a year-round Intern who wishes to gain experience related to the fields of event management, food service management, hospitality, customer service, nonprofit administration, parks and recreation, environmental education, and youth development. Our staff is a close-knit team who rely on one another's integrity and accountability to the day's work and the organization's values. We serve a wide variety of nonprofit and for-profit partners, who come to Happy Valley for retreats, gatherings, training sessions, and summer camps. The Experience allows development of professional competencies, life skills, and a healthy work-life balance for your whole life. As a Community of Christ affiliate, we embrace the Enduring Principles in our day-to-day business methodology and practice an intentional philosophy of living-learning-working together for shared success.

Living

Santa Cruz is located where the redwoods meet the ocean, a breathtaking part of the Central-Northern California Coast with a rich legacy of forward-thinking and individuality. You live on site here on Happy Valley's 75 acres, in our iconic A-frame Lodge, sometimes with other guests. The residential experience provides you with a number of opportunities to develop lifelong connections, and to demonstrate a balance of personal and interpersonal responsibility. Self-discipline, excellent communication skills, flexibility, and an enthusiastically good nature are key when living and working with others in this fast-paced and diverse environment.

COVID-19 has changed the reality of working and living together. We will be in constant dialogue about current screening and protocols as they affect our shared experience. We will accept candidates with proof of fully up-to-date vaccinations for SARS-CoV-2 (primary series + booster, if eligible), and currently apply other mitigation tools like testing, and mask indoors with guests. We continue to work to understand the evolving context of this pandemic and how it affects us and our guests.

Learning

The Redwoods Experience is grounded in 4 Pillars - key areas of camp-conference-retreat center management: Programming, Administration, Facilities, and Food Service. You will have the chance to develop skills in each of these areas while working with members of Happy Valley management and staff. Onboarding and training provide support for ongoing experiential learning. There may be opportunity for an independent project within your chosen field of study. Your project will require planning, discipline, and critical thinking skills; we will support you with direction, mentorship, and feedback. You will leave Happy Valley with transferable proficiencies in the 4 key areas; you will also have applied what you learn in real-world interactions with other staff, campers, counselors, and guests.

Working

Your time at Happy Valley will afford you the chance to gain valuable experience in the 4 Pillars of camp, working with campers, in the kitchen, the office, and the grounds - and you will work hard. Your organization, thoroughness, and critical thinking skills are crucial to success as well as showing initiative, flexibility, and an ability to work harmoniously with others. Our guests expect excellent customer service, and we excel at providing hospitality in a sacred and thoughtful manner; we expect staff to demonstrate this skill. Your contributions are essential to our vision to "Innovate Camp with the Heart of Service."

Program Opportunities

The Experience provides opportunities to learn and work in 4 Pillar areas of camp, conference, and retreat center management. Each staff member will spend time learning and working in all four areas, but not always in equal measure, as the needs of HVCC, the expertise of the staff member, and the overall program will differ within each Experience.

The program will support communities experiencing dynamic transformation, and assist groups seeking renewal and inspiration in a beautiful, natural setting. We uphold Happy Valley values which derive from our Purpose, Mission, and Vision.

The Four Pillars, and examples of the types of opportunities, are:

Programming:

- Development of New Programs
- Leading and Assisting Current Programs
- Evaluation of New and Existing Programs
- Water Safety/Lifeguarding/1stAid/CPR
- High Ropes Course experience

Administration:

- Office and Guest Support
- Scheduling
- Customer Service / Hospitality
- Marketing / Web Development
- Observing Staff Management
- Vision and Development work

Facilities and Grounds:

- Maintenance of Grounds
- Working with Vendors
- Long Term Planning
- Risk Management
- Swimming Pool Management
- Equipment Operation

Food Service:

- Menu Planning
- Hospitality
- Kitchen Management
- Sanitation and Safety Review
- Meal Preparation and Dishwashing
- Inventory and Accounting

Program Expectations

- Individuals who have been out of high school for at least one year, either in the work force or enrolled in a college or university.
- An attitude of service to customers that reflects gracious hospitality.
- A high level of inner motivation, initiative and self-discipline. Punctuality, reliability, integrity, responsibility, professionalism.
- The ability to work on and complete assignments autonomously AND in collaboration with others.
- Excellent interpersonal, problem solving, critical thinking, and leadership skills. The ability to independently manage your emotional barometer and maintain your personal wellness.
- An interest in camping, outdoor education, or youth development.
- The ability to practice flexibility and apply nuance on a moment-by-moment basis. Camp is often an unpredictable world and the adaptability of the staff is essential.
- Resilience, curiosity, and comfort being in/surrounded by nature.

Renumeration

Compensation for scheduled shifts is at the rate of \$16.00 per hour and will be an average of at least 30 hours per week. Room and board are provided. Travel assistance to Happy Valley may be available.

Code of Conduct

Happy Valley is associated with Community of Christ and shares the following enduring principles:

- Grace & Generosity
- Sacredness of Creation
- Continuing Revelation
- Worth of All Persons
- All Are Called
- Responsible Choices
- Pursuit of Peace
- Unity in Diversity
- Blessings of Community

The applicant is expected to respect these principles and to uphold them in your working and living here at Happy Valley.

Happy Valley is a smoke-free, alcohol free, and drug free facility, which includes the Staff Residence.

CA is an at will employment state.