

Internship Program Job Description



Overview of Ministry

Ridge Haven is the denominational camp, conference, and retreat center of the Presbyterian Church in America (PCA) located in the Blue Ridge Mountains of Brevard, NC and Walker, IA.

Position

The paid intern will be exposed to many aspects of running retreats, conferences, and camps at Ridge Haven throughout the year. They will assist with many different departments on campus which could include: Event coordinating, marketing, recruiting, office administration, housekeeping, food services, resident managing, etc.

Requirements

The applicant will need to be a committed Christian. He/She should be flexible and hardworking. We aspire to provide exemplary customer service at Ridge Haven. Therefore, the applicant needs to work well with all people and possess a patient, servant like attitude.

General Duties

- Outdoor Activity Programs (Games, Hikes, Rock Climbing, etc.)
- Kitchen and Dining Hall Operations
- Housekeeping
- Office/Administration
- Maintenance and Facilities

Compensation

- \$20,000 a year for college graduates
- On campus lodging with kitchen and laundry access
- Complimentary meals in the dining hall (when open and available)