



Position: Property Coordinator, Mill Valley Ranch, Tynong North, Victoria

38 hours per week, with the requirement to work some weekends.

Baptist Camping Victoria (BCV) is seeking a passionate, experienced, and self-motivated Property Coordinator to join our vibrant team, based at Mill Valley Ranch (MVR). A not-for-profit organisation committed to fostering community and growth, BCV operates four campsites across regional Victoria. Join us in our mission to provide Christian Camping that Inspires People for Life!

Nestled within 167 acres in Tynong North, Mill Valley Ranch offers a one-of-a-kind camping experience which includes our renowned horse-riding program, surrounded by lush greenery and open spaces. As the Property and Maintenance Coordinator at MVR, your primary responsibility is to oversee all aspects of maintenance, cleanliness, and upkeep of the site to ensure it meets and exceeds safety and accreditation standards. You will play a key role in the leadership team at MVR, leading a small team of cleaning and maintenance staff, and allocating maintenance tasks to MVR volunteers. The role is hands-on and requires someone with a can-do attitude, attention to detail, and the ability to both lead and work as part of a wider team.

To be successful in this role you will have:

- Excellent time management skills, with the ability to navigate the complexities and demands associated with maintaining a large site that includes farmland and horses
- Trade qualification in building, plumbing, electrical, agriculture or horticulture; or extensive experience in a maintenance role in a complex environment
- License to operate machinery (e.g., chainsaw, tractor) highly regarded
- Experience and/or qualifications in maintenance, farming, or camping
- Current drivers licence
- Experience in leading and managing teams
- Understanding of OHS legislation and practices
- Level 2 First Aid Certificate or willingness to obtain

Baptist Camping Victoria is committed to the safety and holistic well-being of all children and young people at our campsites. All BCV employees must provide a valid Employer Working with Children Check and National Police Check.

We operate over 7 days a week, and weekend and public holiday work is required as needed.

A generous salary package including onsite housing is available for the right applicant.

If you resonate with the values and mission of BCV and have the appropriate qualifications and experience, we invite you to apply and become a part of the supportive BCV team at Mill Valley Ranch.

Applications close: Friday 17 May 2024

For enquiries or to apply, please contact Nick Smith, MVR Site Manager via:

Phone: 0488 331 505

Email: office@baptistcamping.com.au