



Updated 7/30/24

**Job Title:** Campus Manager  
**Hours:** Full time (exempt)  
**Starting Date:** September 1, 2024  
**Monthly Compensation:** Salary: approx. \$4,000 a month + Housing & utilities  
no other benefits offered

**Responsibilities:**

Reporting to the Executive Director and in partnership with the executive staff team, the Campus Manager is responsible for the safety, care, security, and maintenance of the Iona House campus. The campus manager will also play a supplementary role in extending hospitality to guests and managing volunteers.

- **Facilities Oversight & Maintenance:** Making repairs as necessary and caring for the three homes, barn, and many outbuildings
- **Farm Management:** Caring for the animals, restocking animal feed, tractor operation, managing the goat herd / electric fencing, and more
- **Volunteer Empowerment & Management:** overseeing the continual stream of volunteers, partnering with the residents, and managing contractors (as necessary) to care for the needs of the physical campus
- **Agricultural Development:** beginning to develop the agricultural vision on the Abbey side of the property - irrigation, soil preparation, planting, infrastructure and assisting with the existing fenced garden
- **Vegetation Management:** weedeating, managing goat herd, trimming trees, removing invasive species
- **Campus Aesthetics and Cleanliness:** The campus manager is responsible for the cleanliness and orderly appearance of the campus, the trash / recycling, and the functionality of the road surfaces

In addition to these overarching responsibilities, the Campus Manager will participate in a weekly staff meeting. He/she will participate in the daily office prayer times and will also assist with hospitality aspects (welcoming, greeting, prepping homes as needed) and more.

Qualifications of our Ideal Candidate:

- A committed Christian who resonates with the Iona House vision, mission, and culture
- A person who embodies a sense of hospitality, warmth, and kindness
- A person with experience with farm work: animals, irrigation, agriculture, fencing, tractor operation, etc.
- A person with an eye for beauty and aesthetic sensibilities
- A person with experience with facilities and handyman type repair work: basic plumbing, electrical, framing, and painting..
- Someone willing to be flexible and adaptable; a team player; someone capable of joyfully managing volunteers
- A person who has strong EQ - ability to read people, emotionally relate, and able to inspire others
- Someone who is hardworking (a very strong work-ethic), a good problem solver, self-motivated, physically capable
- A person with a living situation appropriate to on-campus housing (the living quarters we can provide will only be enough room for an individual or a husband / wife, not a whole family).
- A person who is a good communicator
- A person who understands and resonates with our regenerative agriculture vision
- A person willing to be guided and directed; humble and teachable, yet confident

Please email your resume to [ryan@ionahouse.org](mailto:ryan@ionahouse.org)