

Camp Arbutus Hayo-Went-Ha Maintenance Crew Job Description

Desired Qualifications

- Mature, Capable and hard working
- Skills in janitorial cleaning procedures
- Ability to accept guidance and supervision from, and work with others
- Self starter and organizer
- Enthusiasm, sense of humor, patience and control
- Desire to work and live in a camp community

Responsible to

Camp Director Maintenance Supervisor and Maintenance Director

Camp Goals/Mission

The mission of YMCA Camp Arbutus/Hayo-Went-Ha is to create a community that affords each individual camper and staff member the opportunity to develop her leadership and communication skills, while growing mentally, physically and spiritually through teamwork, self challenge and positive motivation.

General Responsibilities

To keep the grounds and facilities at camp in good clean condition.

Specific Responsibilities

1. Working daily from a scheduled list clean and maintain the facilities as supervised by the Maintenance Director.
2. Attend staff training and staff meetings as needed.
3. Complete assigned maintenance projects as Directed by the maintenance Supervisor or Director.
4. Assist in moving materials and supplies to appropriate areas of camp as needed.
5. Be available during all times campers are present for emergencies.
6. Maintain grounds to reduce risk of danger or injury to persons using grounds and facilities.
7. Communicate daily with the Camp Director when possible and set up a workable and productive schedule.
8. Conduct initial and end of season inventory, and store equipment safely.
9. These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required by the Camp Director.

Essential Functions

The Maintenance Supervisor needs to communicate effectively to enforce safety regulations, lift/assist equipment; observe safety issues, identify and respond to hazards; work with different age and skill levels; plan and conduct daily schedules and tasks.