

Position: Maintenance Assistant

Job Description 2021

Classifications: Seasonal Staff



Our Mission Statement:

Cultivating individual and collective growth in Christian Science through living, playing, and learning in a natural setting with a global family.

Qualifications:

- At least 18 yrs of age
- Actively practices Christian Science
- Member of The Mother Church and active branch church member
- A love for Christian Science and a desire to see it loved by the children and staff and put into practice in every aspect of camp life.
- Emotional maturity and stability; good moral character and integrity
- Enjoyment of outdoor living
- Love for children
- A valid, current driving license (Highly Recommended, not required)

Knowledge:

- Basic tool handling including but not limited to power tools
- ACA standards regarding camp safety
- CLC's summer staff manual
- Basic repair work
- Any facilities basic knowledge: plumbing, handiwork, site management, power tools and equipment, using heavy machinery, etc.

Elemental Skills:

- Responsible decision-making
- Initiative
- Collaboration
- Effective communication
- Time management
- Organization
- Flexibility
- Holistic and spiritual work ethic
- Creative problem-solving

Abilities:

- Listen to instruction and provide input
- Lift and move building materials, garbage, and camp equipment
- Take on tasks without supervision
- Engage with the whole of camp
- Work with others from a variety of backgrounds
- Meet the need

Qualities:

- Punctual
- Dedicated
- Hard-working
- Diligent
- Patient
- Detail-oriented

Responsibilities:

- Give love and care to all campers and staff at all times
- Be a role model
- Carry out the camp mission and purpose in the course of working with campers and staff.
- Do metaphysical work for self and camp each day.
- Teach a Sunday School class if requested by Camp Director.
- Take charge of a table at meals in the dining hall if requested by Camp Director.
- Keep Bena/Nosoni (Camp Parent facilities) ready for use by campers or staff.
- Attend evening activities such as the council fire, barn dance, and talent show, as well as all-camp activities.
- Assist Site Manager with building improvement projects and repairs on buildings when a second person is needed.
- Pick up and dispose of waste from various receptacles around camp on a daily basis.
- Mow lawns and take care of other landscaping needs.
- Assist the Site Manager in maintaining a clean and tidy workshop facility.
- Assist with the care, fueling, and safety checks of camp vehicles and machinery, after receiving training in their use and in what safety checks are to be carried out.
- Support the implementation of ACA standards with regard to facilities.
- Assist with camp security, such as locking gate or patrolling facility.
- Carry out any other facility maintenance projects as assigned by the Site Manager.
- Assist program staff in the setup or breakdown of equipment or furniture needed for special events.
- In the event of a fire or flood or other emergency that affects the camp's facilities, work with the Site Manager to contain and limit damage to the physical facilities.
- All other duties as assigned