



JOB DESCRIPTION: Maintenance/Security

Camp Vacamas

Summary

Under the direct supervision of the Summer Operations Manager, this position plays a critical support role in maintaining the physical camp. Staff are expected to be flexible, consistent, follow directions, and take initiative in helping colleagues and campers.

Areas of Responsibility

- Participate in camp orientation to fully understand the mission of the organization and program schedule.
- Perform minor repairs in buildings such as patching holes, repairing and replacing broken windows and screens, and replacing doorknobs, locks, and door closures.
- Perform routine plumbing repairs such as unclogging toilets, sinks or urinals, fixing water leaks, leaky faucets and water fountains.
- Perform routine electrical repairs such as changing lightbulbs or fluorescent lamps, assist in repairing light fixtures.
- Assemble and move furniture, tables and chairs.
- Perform routine landscaping duties such as mowing lawns; trimming hedges, bushes and shrubs; weed whacking, removing poison ivy with supervision, etc.
- Safely operate all machinery needed for duties assigned.
- Responsible for the care, upkeep and maintenance of camp vehicles including but not limited to vacuuming and washing the vehicles.
- Collect garbage & recyclables throughout camp and dispose of as directed.
- Drive off camp to deliver or pick up campers, staff or materials.
- Responsible for the proper care and cleanliness of the maintenance shed.
- Assist other departments as needed.
- Other duties as assigned by supervisor

Skills & Requirements

- Knowledge of machinery, equipment & tools necessary for maintenance & repair.
- Knowledge of English language – spoken & written.
- 21 years or older.
- International Driver's License required.

Salary – determined by international agency rates and/or work experience