

Maintenance Assistant (32 weeks)

MINIMUM QUALIFICATIONS:

- Mature, capable, mechanically-oriented person.
- Skill in various building trades preferable.
- Ability to accept guidance and supervision and work with others.
- Self-starter and organizer.
- Current driver's license required.
- Minimum 18 years of age.
- Must pass BCI background check and physical (required by first day of employment)

RESPONSIBLE TO: FACILITY COORDINATOR

CAMP GOALS:

- The goal of 4-H Camp Ohio is for all campers to grow in appreciation and knowledge of themselves, their relationships to other campers, staff and adults, and all life forms with which they share the natural environment.

GENERAL RESPONSIBILITIES:

- Assist Facility Coordinator in maintaining grounds and facilities of camp and to assist with the physical aspects of program.

SPECIFIC RESPONSIBILITIES:

- Job is based on a five-day week, eight hours a day.
- Assist in keeping all camp facilities and equipment maintained, in good repair, and in safe condition.
- Assist in keeping a good general appearance of the campgrounds and buildings.
- Assist in the daily maintenance of each restroom and keeping them in a clean and sanitary condition and routine sanitation of restrooms.
- Assist in inspection of cabins and grounds before any camp leaves and report any damage to the Executive Director.
- Assist in keeping all camp equipment maintained, in good repair, and in safe condition. This includes lubricating, cleaning, and sharpening blades as needed.
- Perform other such duties as are assigned by the Facility Coordinator, Executive Director or camp board, or as judgment and necessity may dictate.

ESSENTIAL FUNCTIONS:

- Must be able to use hand and power tools safely.
- Ability to climb ladders and work at heights up to 25 feet.
- Must be able to drive trucks and tractors.
- Must have physical strength to lift, load, and carry up to 80 lbs. (i.e. lift, throw and stack hay bales.)
- Must be able to visually observe condition of facilities and equipment.
- Must have physical stamina (job based on eight hours day).
- Must be able to work outdoors in a variety of weather conditions.
- Must be able to work in dry and dusty conditions.

(Revised 01/2016)