

VOLUNTEER RESPONSIBILITIES

MAINTENANCE ASSISTANT



RESPONSIBLE TO: Facility Manager, Support Staff Team Leader

RESPONSIBILITY: To achieve camp goals with major responsibility to work cooperatively with facility manager in all areas involving maintenance, repair, and improving the property, equipment and physical facilities of the camp. Assist in other areas of camp organization as requested.

MINIMUM QUALIFICATIONS:

- Must be 18 years or older
- Must have skills with maintenance and repair of equipment, property, and facilities
- Must be able to work well with others
- Must agree with statement of Christian conduct, spiritual standard, and statement of faith

GENERAL RESPONSIBILITIES:

1. Meet with facility manager daily to decide on work tasks and priorities for the day.
2. Perform routine maintenance and repairs on all buildings, facility, property, vehicles, and equipment.
3. Perform tasks necessary for forest management and general property maintenance
4. Undertake improvement projects according to the priorities
5. Attend all staff meetings and in-service training sessions