

## **Presbytery Point Camp**

Custodian/Grounds/ Maintenance

*Job Description*

*Presbytery Point brings people together to learn and grow in the beauty of God's creation; reaching out and welcoming all to join together in faith, fellowship, and recreation.*

Job Title: Custodian/Grounds/ Maintenance

Supervisor: Camp Manager

Qualifications:

- Able to uphold and work toward the camp's mission statement.
- Able and interested in working in and around a Christian residential camp setting.
- Christian faith understanding.
- Able and willing to learn new tasks, follow directions, show hospitality, and work as team member. Able to be a positive role model for youth campers.
- Interest and ability to maintain health, safety, cleanliness and appearance of all areas of camp.

Work Schedule:

- includes most Saturdays for between camp cleaning
- weekday custodial, grounds and kitchen work hours are variable with the needs and size of camp
- weekly work/time off schedule to be set by Camp Manager.

Salary:

Weekly salary as specified; plus room and board for summer staff/camping season.

Primary Responsibilities:

- Sweep and mop kitchen and dining hall floors daily as scheduled or as needed. Wax floors as scheduled or as needed. Wash and air dry kitchen rubber floor mats daily, and reposition when dry.
- Wash and disinfect all camp trash, recycling/return beverage, and kitchen garbage containers regularly.
- Clean upper and lower bath houses during morning programming, after swim time, and as needed.
- Assist in other areas of grounds work or camp maintenance under the direction of Camp Manager or designated Maintenance person.
- Collect and place garbage, return beverage cans/bottles, and recycled materials in designated area daily.
- Keep inventory, provide list of items needed to Camp Manager every Saturday. Store all maintenance supplies in designated areas. Alert Camp Manager of any maintenance problems. Keep a maintenance log book.
- Maintain and stock campfire area, prepare and build campfires as directed using safe fire practices.
- Clean/maintain golf carts, flush pump house water filters and care for other camp equipment as directed.
- Following each camp session: Clean bathrooms and dining hall/kitchen. With staff assistance, clean Knox and Cook's cabins, nurse's station, Fellowship Lodge, and Mackinac Lodge. Assist staff with cabins and craft room end of session cleaning. Assist with all end of season camp clean-up.
- Assist in any area of the kitchen or dining hall as needed, under the direction of Head Cook.
- Wash, sterilize, air dry, and store dishes, glasses, cutlery by hand and by machine as scheduled.
- Wash pots and pans using three-sink method, air dry as scheduled.
- Assist in snack preparation, delivery and clean-up as needed.
- All other duties as assigned by the Camp Manager.

All employees of Presbytery Point Camp, Inc. are considered "at will" employees.

Revised: 9/16