



## Camp Maintenance Job Description

Responsible to: Operations Coordinator, Director of Camp and Assistant Director of Camp

### **Camp Maintenance**

*Age Requirements:* minimum 16 years of age

*Education:* High School Diploma (or in progress)

### General Responsibilities:

- Enforce established safety regulations around camp
- Identify, manage and repair environmental and other hazards
- Conduct trash collection from multiple lunch locations after each lunch period
- Conduct trash collection from the car pickup circle after PM Dismissal
- Repair, as needed, areas around camp
- Assist pool staff and leadership with collection of appropriate materials for cleaning of Pool House
- Assist Barrie's Maintenance staff as needed
- Consult with the Director of Camp and Assistant Director of Camp regarding suggestions for improvement of camp maintenance
- Implement camp emergency health care procedures and enforce established safety regulations
- Turn in inventory and store camp equipment at end of season
- Sign in and out daily in the camp office
- Maintain a friendly and professional relationships with all camp staff and parents
- Participation, as necessary, in staff training sessions and staff meetings
- Other duties assigned as needed

Please print your name, sign and date below.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date