

## **Job Description: Maintenance Assistant**

### **Qualifications:**

- Be at least 16 years of age.
- Confessed faith in the Lord Jesus Christ.
- Lifestyle consistent with that of a follower of Christ, as communicated by Holy Scriptures.
- Commitment to the Holy Scriptures as the only source and rule of doctrine, faith, and life.
- Desire and willingness to show Christian love to all people especially youth.
- Enjoys engaging youth of all ages in discussion and play time.
- Ability to work cooperatively with other staff and volunteers.
- Flexibility to adapt to various situations and needs of the camp. Job responsibilities may change at the discretion of the Director of Ministries, according to the needs of the ministry of the camp.
- Able to assist campers in emergency (fire, injury, etc.); possess strength and endurance to do moderate lifting, digging, loading, cleaning, etc. for a full work day.

### **Responsible to:**

- Directly responsible to the Director of Ministries or his/her designated representative (i.e. Maintenance Crew Leader or Site Caretaker).

### **Responsibilities:**

- Keep bathrooms and public areas (Dining Hall, Gym, Chapel, etc.) clean and well supplied.
- Assist in caring for the camp grounds (lawn mowing, weed whipping, etc.).
- Help with building projects as need arises.
- Occasionally help lead all-camp games, operate the camp store, assist program staff and provide visual coverage of campers.
- Encourage campers in the Christian faith by conveying a welcoming attitude and joyful spirit.
- Maintain a clean and safe living area.

### **Responsibilities of PRBC:**

- Train maintenance assistant in the safe handling and proper use of cleaning products, proper operation of power tools (as needed), theology, safety procedures, activities to be led, and general camp operations in accordance with ACA standards.
- Provide a cash stipend, meals and housing as agreed upon in the Summer Staff Agreement.
- Evaluate job performance and provide encouragement.
- Supervise and assist maintenance assistant in various activities and responsibilities.