



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

CAMP MANITO-WISH YMCA – CAMP SUPPORT-PROPERTY

MINIMUM QUALIFICATIONS:

To be successful in this position, the incumbent should possess the following skills and experience:

1. Minimum age 18 with a high school diploma or the equivalent
2. Understand and commit to:
 - a. The Camp Manito-wish YMCA Mission, Vision and Commitment statements
 - b. The YMCA core values of caring, honesty, respect, and responsibility
 - c. All policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
 - d. Upholding the rules and policies of Camp Manito-wish YMCA
3. A basic knowledge of cleaning and housekeeping skills
4. A basic knowledge of building and grounds maintenance skills
5. Ability to read, write and use computer technology
6. An understanding that the job is one of serving others

RESPONSIBLE TO:

The direction of the Property Manager and daily supervision of the Assistant Property Manager.

ESSENTIAL FUNCTIONS:

To complete the responsibilities associated with this position, the incumbent must be able to perform the following functions unaided, or with assistance of a reasonable accommodation:

1. Maintain positive relationships with all customers and communicate effectively to diverse groups of individuals
2. Carry out and complete daily custodial, housekeeping and light maintenance tasks independently and in a timely fashion as agreed upon with the Assistant Property Manager/Property Manager
3. Function in varying environmental conditions, i.e. cold, warm, hot, dust, pollen, odor, absence of cleanliness, etc.
4. Follow motorized vehicle safety protocols
5. Follow safety protocols regarding cleaning chemicals and tools by using proper personal protective equipment and body mechanics
6. Ability to perform physical labor style tasks for up to 8 hours in a day; stand on feet for an extended period; walk/climb stairs; lift up to 35 pounds

SPECIFIC RESPONSIBILITIES:

This position assists the Property Team with a variety of daily work tasks to include regular cleaning and light maintenance of camps buildings and grounds. Examples include, but are not limited to:

1. Sweeping/Mopping/Vacuuming floors
2. Sanitizing Counter/Table tops
3. Disinfecting/Cleaning bathrooms, toilets, and showers (washhouses included)
4. Trash and recycling collection from buildings
5. Firewood/kindling stocking in buildings
6. Basic lawn care (mowing grass, weed whacking, leaf blowing)
7. Other tasks as directed
8. Attend each meal when not on time off



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EFFECT ON END RESULTS:

The Camp Support – Property position plays an important role in the overall success of the organization by:

1. Helping to provide one of the basic components required for the organization to be successful; a safe, clean, enjoyable, and functional environment.
2. Helping to influence development for the future, so that the organization may continue to be successful in the pursuit of its goals.
3. Helping to present a positive image to those new to camp, to our program participants, and to those in our surrounding communities.

TIME OFF:

1. Two 24-hour and one 12-hour period off per session
2. Any other time off at the discretion of the supervisor