

**CAMP MANITO-WISH YMCA  
JOB DESCRIPTION**

Position Title: Summer Maintenance Worker  
Reports to: Assistant Property Manager  
Dates: June – Early September 2023 - flexible  
Schedule: 40 hours per week preferred; flexible hours/days  
Wage: \$14-\$16/hour

**Position Summary**

Under the direction of the Property Manager and supervision of the Assistant Property Manager, 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.

Work tasks may include, but are not limited to mowing grass, basic landscaping, delivering supplies, cleaning vehicles, assisting with basic maintenance tasks, cleaning washhouses/restrooms (sinks, toilets, showers) and all other duties as assigned.

**Essential Functions**

To properly carry out the responsibilities associated with the job, the incumbent must be able to perform the following functions unaided, or with assistance of a reasonable accommodation:

- Maintain positive relationships with all customers and communicate effectively to diverse groups of Individuals
- Complete daily work tasks independently and in a timely fashion as agreed upon with the Assistant Property Manager/Property Manager
- Function in varying environmental conditions, i.e.; dust, pollen, odor, absence of cleanliness, etc.
- Follow motorized vehicle safety protocols
- Follow safety protocols regarding cleaning chemicals and tools by using proper personal protective equipment and body mechanics
- Stand on feet for extended periods of time; walk stairs; lift up to 30 pounds

**Know How**

To successfully perform in this position, the incumbent should possess the following skills and experience:

- A high school diploma or the equivalent
- A general understanding of YMCA programs, philosophies, and values
- A basic knowledge of cleaning and housekeeping
- A basic knowledge of building and grounds maintenance
- Ability to read, write and use computer technology
- An understanding that the job is one of serving others

**Effect on End Results**

The Summer Maintenance Worker position plays an important role in the overall success of the organization by:

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