



McGaw YMCA In Evanston Camp Echo Job Description

TITLE: Maintenance Staff
REPORTS TO: Property Manager
SUPERVISES: None

SPECIFIC DUTIES – Mornings

- Assists with garbage collection and disposal.
- Assists with implementation of the camp-wide recycling program.
- Assists with sanitization of bath houses.
- Assists with cleaning of the Dining Room floor and windows.
- Assists with the repair of screens in the doors and windows of all buildings.
- Reports any damage of tools, equipment or buildings immediately to the Property Manager.

SPECIFIC DUTIES – Afternoons/Evenings

- Works Cabin Group every day, as assigned, with any group that needs assistance.
- Works in the Trading Post during Fun Swim and Twilight Fun
- If 18 or older, may substitute for assigned Senior Counselors in a cabin when they are on their night off.

RESTRICTIONS

- If under 18 and still in HS, may not paint, use power tools, or anything else prohibited under work permits.

ADDITIONAL DUTIES

- Maintains the cleanliness of the living space to which he or she is assigned.
- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Plans and coordinates, with other staff, evening programs and Olympics
- Aids in the development and education of LITs and CITs
- Cares for and maintains equipment, supplies and property of camp
- Shares responsibility of staffing layovers with other staff members
- Shares responsibility of staffing bus duty with other staff members
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

QUALIFICATIONS

- Finished 3 or 4 years of high school -- age 16 or older -- under 18 and still in HS requires Michigan “work permit”
- Certified in CPR, First Aid and preferably Lifeguard
- Leadership ability and teamwork oriented
- Possess a variety of skills and camping experience
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals