

## JOB DESCRIPTION

Position: Housekeeping

Desired Qualifications:

- Desire and ability to work at a camp for children in a wilderness setting
- Experience in basic cleaning and/or laundry skills
- Knowledge and ability to work with a wide array of cleaning supplies and equipment
- Ability to do assigned tasks with minimal supervision
- Ability to work well with others
- Ability to accept supervision
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, good judgment, patience, and self-control

Responsible To: Directors

Camp Goals: To provide a safe, natural, happy and secure environment where kids can be kids. We believe hiring and training a mature, caring fun loving staff is the key element in helping us achieve this goal each summer. We believe in providing a structured program for children that emphasizes a feeling of family, friendship and belonging and encourages active participation in a variety of experiences. We believe summer camp should be a positive growing experience for everyone involved.

General Responsibilities:

- To clean the Camp's common areas and bathrooms as assigned.
- To wash, dry and fold camper and Camp laundry.

Specific Responsibilities:

- To assist in the opening of the Camp, including basic cleaning and organization of supplies
- To resupply bathrooms
- To sweep, mop and clean bathrooms daily and other areas of camp as assigned
- To remove all trash from various buildings and areas of the camp daily and place in dumpster
- To observe for unsafe conditions and report to a Director for remediation
- To help to maintain the grounds by watering and weeding Camp gardens
- To maintain tools and equipment necessary for cleaning
- To organize and maintain the Camp Cleaning Supply Room
- To help close down the Camp at the end of the season by cleaning dorms, bathrooms and laundry
- To maintain an inventory of equipment and supplies

- To make suggestions for Camp improvement
- To work on special projects as needed
- These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required

Essential Functions:

- Cognitive and communication abilities to carry out the specific responsibilities noted above
- Possess strength, endurance and ability to clean premises and move cleaning supplies around to different camp buildings
- Ability to maintain inventory of supplies
- Ability to carry out all duties at an elevation of at least 5,500 feet
- Ability to lift 25 lbs to a height of four feet repeatedly
- Possess physical ability to move throughout the camp, climb stairs and ladders
- Visual, olfactory, and auditory ability to identify and respond to environmental and other hazards related to the facilities