

CAMP-of-the-WOODS EMPLOYMENT OPPORTUNITY

Maintenance Support

Employment Classification: Full Time Hourly

Department: Maintenance / Facilities

Reports To: Director of Maintenance

Start Date: Immediately

About the Opportunity:

The general duties involve the mechanical aspect of fixing/repairing Camp facilities, preventative maintenance and they occasionally aid in the renovations of current buildings, or new construction of buildings/projects. The Maintenance team helps to keep the grounds and facilities well maintained to ensure our guests are provided with a friendly, beautiful and enjoyable experience.

Primary Responsibilities:

- Will perform numerous outside duties like snow removal, salting, mowing, etc.
- Must be flexible to handle an “on-call” schedule
- Maintain effective working relationships with those outside Camp
- Disciple and lead summer staff in Christ

Experience, Knowledge, and Skill Requirements:

- Has a personal relationship with Jesus Christ and is committed to personal growth
- Sign agreement with the Essential Doctrines of the Christian Faith as stated in the COTW Staff Guidelines
- Demonstrates servant leadership and will be a team player while working with other COTW staff
- Basic building skills including: plumbing, electrical, machine operation, painting, hand/power tool operation, basic carpentry
- Strong work ethic
- Demonstrate skill in following safety practices and recognizing hazards
- Ability to think quickly and safely in emergency situations, and to withstand the physical demands of the job (moderate to heavy lifting, frequent stooping, walking, crawling, crouching, climbing, etc.)
- Ability to work independently on projects/tasks
- Ability to communicate effectively and follow through on projects assigned
- U.S. Citizenship or ability to work within the United States as defined by Federal law

Compensation Package & Benefits:

- Hourly pay – based on experience
- Camp provided housing (including all utilities)

- Camp provided meals for employee – 3 meals per day in Summer Season; Monday through Friday lunch in Conference Season
- Health Insurance – approximately 75% of premium paid by COTW
- Health Savings Account contribution – paid by COTW
- Short-Term and Long-Term Disability plan – premium paid by COTW
- \$10,000 Life Insurance policy – premium paid by COTW
- 403(b) Retirement plan – you can contribute immediately, COTW match begins after one year of employment
- Time Off policy:
 - Eight paid holidays per year
 - Ten days of vacation per year for years 1-5 of employment, then additional days for years of service
 - Six sick days per year
 - Two personal days – after one year of employment
 - Time off for NYS Paid Family Leave, bereavement, and jury day