



The site crew are responsible for maintaining the camp grounds, assisting with building projects and making repairs whenever necessary. There is a significant amount of physical labor involved in this job.

MINIMUM QUALIFICATIONS

- minimum age of 21 years
- previous experience in maintenance and repair work (electrical, plumbing, painting, construction, etc.)
- previous experience maintaining mechanical equipment and driving tractors helpful
- self starter with the ability to work independently as well as accept supervision and work well with others

ESSENTIAL FUNCTIONS

- physical ability to lift, load, unload, dig, move, etc.
- ability to use tools safely and in a judicious manner
- ability to recognize and maintain grounds to reduce the risk of danger or injury to campers and staff
- previous experience in maintaining tools, equipment, and items listed under “responsibilities”
- ability to safely operate tractors, mowers, power tools, etc.

GENERAL RESPONSIBILITIES

- cleanliness and general overall appearance of camp grounds
- make minor repairs to, and maintain, cabins and facility buildings
- pick up garbage and litter
- general grounds maintenance assistance; trimming, seeding, planting, fertilizing, mowing, blowing, raking, cutting, pruning, tree and limb removal, etc.
- assist with maintenance of mountain biking trails
- maintain parking lots and driveways
- clean and sanitize facilities as necessary
- move equipment as necessary and assist with the various sport setups
- maintain fieldhouse and all sports indoor playing surfaces during inclement weather
- alert site manager of potential facility hazards and / or safety concerns
- assist with check-in/out preparations
- complete projects as assigned by grounds and site manager and camp director
- assist site manager with building projects
- conduct canteen, evening and night patrol duties
- cleanup of shop and work sheds daily / weekly
- maintain equipment; golf carts, tools, mowers, trimmers, blowers, etc.
- prepare and actively participate in staff training meetings and supervisory conferences

Keep in mind these are not the only jobs, duties & functions of this position. Some duties, jobs & functions may be added or reassigned as necessary. This position is dynamic.

HOURS

Site crew has one day off per week on either Friday from 12:00 noon to Saturday at 11:30 am or Saturday at 11:30 am until Sunday at 11:00 am. There is a 1:00 am curfew with exception to your day off.

GENERAL RULES

Site crew staff are responsible to the camp owners, camp directors, and site and grounds manager. All staff members are expected to abide by all policies and procedures with a positive attitude and to assist in enforcing said policies. Potential staff members should understand that campers’ needs for health, safety, and happiness come first. It is the staff’s responsibility to provide a positive learning experience in a safe and clean environment so that campers feel good about themselves and their accomplishments.

1. Illegal drugs, weapons, alcohol and smoking on camp grounds are strictly forbidden. Abuse of this policy is grounds for immediate dismissal.
2. Staff fraternization with campers is strictly forbidden and is grounds for immediate dismissal.
3. Coed visitation is strictly forbidden in restricted areas and is grounds for immediate dismissal.
4. Appropriate dress is required.
5. Follow and comply to all rules, regulations, policies and procedures outlined in the ISTC staff handbook.