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## JOB DESCRIPTION | **Maintenance/Groundskeeper**

### **JOB SUMMARY**

The grounds keeper will provide assistance to the Maintenance Director at Camp Akita in the preservation and improvements of the physical appearance, care and maintenance of the grounds, buildings and equipment at Camp Akita.

### **JOB DETAILS**

- Part-time employment
- FLSA Non-Exempt position
- Reports to Maintenance Director

### **SPECIFIC RESPONSIBILITIES**

- Perform mowing, raking, trimming, watering, maintenance of flower beds and plantings, seeding, brush clearing and removal, trail clearing and maintenance, following a preventive weed control plan. Use of a chain saw and other power equipment, if age 21 years or older.
- Maintain the buildings located on the grounds of Camp Akita by clearing roofs and gutters of debris, performing regularly scheduled fire extinguisher and smoke alarm inspections, painting or staining of buildings and decks, replacement of screening in hillside cabins and regular replacement of furnace filters of all heating units in all buildings.
- Participate, as needed, in supervision of projects being performed by high school campers.
- Other assigned duties, as required.

### **MINIMUM REQUIREMENTS**

- High school diploma or equivalent. (See note below regarding ages 16-18)
- 18 years of age or older, preferred. Ages 16-18 youth may also be considered, with some restricted job duties related to equipment and power tools.

### **PHYSICAL REQUIREMENTS**

To physically perform this job, staff must be able to:

- Regularly move from sitting to standing positions effortlessly.
- Regularly spend long periods of time standing and walking.
- Regularly walk and hike on uneven surfaces, up and down stairs, and up and down steep inclines.
- Regularly spend long periods of time outdoors in weather conditions including heat, sun, and rain.
- Regularly use hands and fingers to handle, control, manipulate, carry, or feel objects.
- Regularly see details of objects that are less than a few feet away.
- Regularly speak clearly so listeners can understand.
- Regularly understand the speech of another person.
- Ability to lift up to 50 lbs.
- Ability to operate equipment associated with essential functions as listed above.
- Must comply with First Community Church policies regarding vaccinations, including COVID-19 vaccines, prevention, and care. Policies may include receiving a full dose of the COVID-19 vaccine prior to beginning employment.