MAINTENANCE ASSISTANT

SUMMER 2027 JOB DESCRIPTION

Contract Details

Accountable To: Head of Maintenance
Period: Staff Training in June – July & August (exact dates set in contract)
Honorarium: $200/ week (plus room & board)

Purpose and Scope:

Camp Kwasind, a ministry of the Canadian Baptists of Ontario & Quebec is a Christian Camp that seeks develop and nurture Christian faith and relationships through effective programs in a safe, exciting, and natural environment. It is our aim to be a living demonstration of God's love which is demonstrated through our care for all of creation, providing quality programming, and the intentional reaching out to those on route to Jesus as we live as a community of faith.

The Maintenance Assistant is focused on the successful upkeep, repairs, hospitality, care, and overall cleanliness of all of Camp Kwasind facilities and property. They will be part of the Maintenance Team and will report to the Head of Maintenance. This is a seasonal summer camp position.

Qualifications:

- A mature faith in Jesus Christ and an active part of a local church.
- Commitment to the mission, faith, philosophy, staff code of conduct and core values of CBOQ & Camp Kwasind.
- Be a minimum of 17 years of age by the end of the calendar year.
- Have good knowledge of basic carpentry, electrical, plumbing, landscaping, mechanical equipment, safe and proper use of power and hand tools, standards of cleaning, disinfecting and general maintenance.
- Display initiative - seeing what needs to be done and arranging for it to be done.
- Value the importance of leading through service of others.
- Have general knowledge of fall protection and WHIMIS legislation.
- Provide their own safety equipment including steel toed safety footwear.
- Valid first aid and CPR are an asset.
- NOTE: This position requires regular heavy lifting.

Responsibilities:

- Attend and participate in Staff Orientation Weekend and Staff training at the beginning of the camping season.
- Prepare yourself prior to camp by acquainting yourself with the machinery you will be using on the job and learning about cleaning methods.
- Gather information and resources that would assist you in the completion of your duties.
- Under the direction of the Head of Maintenance to ensure that the:
    - property is maintained, ○ buildings are maintained, ○ bathrooms are thorough cleaned, ○ minor repairs are made.
- Work, as needed, on capital and construction projects.
- Report any problems to the Head of Maintenance.
- Be directly responsible to the Head of Maintenance.
- May be asked to serve as a Cabin Buddy where you will assist in spiritual conversations, prayers for campers and being a model of Christian living to those campers in that cabin.
- Other duties as assigned by the Site Facilities Manager or Head of Maintenance.
- Attend all staff meetings, trainings, and staff bible study/faith practice and weekly chapels
- Active participation in Campfires, Vespers, Camper chapel, Camp Wide-games, and other programmatic elements as is requested and that is possible with this role

Your Support

- The Head of Maintenance – They will support and mentor you during your time at Kwasind with 1 on 1's, encouragement, development and prayer.
- Your Spiritual Health – All staff at Kwasind are given time each day to spend with Jesus and their bible. You will have daily time to connect with other staff, read and discuss the bible during faith practice, and pray together.
- Your Mental/Physical health – We care about your mental and physical health, so each day we provide designated rest times to provide space to focus on self-care. Kwasind also has a registered nurse on site each week to provide additional care as needed.