



Summer Staff Job Description

Maintenance Director

Ryan French, Camp Director
PO Box 95, New York, NY 10028
Phone (212) 737-8258; Fax (212) 737-0098
camp@shilohnyc.org

General Responsibilities: To coordinate upkeep and maintenance of camp facilities. Fully participate in the camp activity program as time permits. Set an example for other staff with energy, enthusiasm, and excitement.

Ratio: One director for the entire summer

Qualifications and Certifications:

- *18 years of age & High school graduate
- *Experience with basic carpentry, electrical, and plumbing work
- *Recommendations from at least two sources attesting to skills and abilities
- *Current CPR certificate
- *Able to work independently
- *Able to be flexible, inventive, and resourceful in assessing and repairing camp systems.

Responsible to: Camp Directors

Specific Responsibilities:

1. Arrive approximately one—two weeks early to assist in opening the camp.
2. Responsible for correcting any problems with plumbing, basic electric, and basic carpentry in any of the buildings at camp.
3. When maintenance work is not required, be an active participant in all camp activity programs.
4. Teach a morning Bible class with other staff members.
5. Assist, as needed, other support staff members.
6. Effectively mentor and teach a Counselor In Training (CIT) as they serve as the maintenance assistant for three weeks during the summer.
7. Work closely with the work groups that come to camp to do building projects.
8. Teach/facilitate daily Cross Training class.
9. Assist other support staff as requested with major camp tasks.

Stipend: \$900—\$1,200 depending experience