

## Facilities Team

**Ministry Description:** The facilities team is responsible for all aspects of the physical camp property. This encompasses general maintenance, repair and improvement of all camp facilities, including temporary structures and activities which are developed just for summer camp. Additionally, the facilities team will assist in the preparation, facilitation, and clean up of all activities which occur at camp. This role requires initiative, ability to listen and follow directions, and dedication to work until the job is accomplished.

**The main tasks each week include:**

- I. Training as necessary to accomplish given tasks (lack of knowledge is not a disqualifier).
- II. Maintenance and repair of all buildings and temporary structures (including but not limited to: HVAC, plumbing, electrical, septic, gutters and roof, and exterior maintenance)
- III. Changing or cleaning air filters in every camp building
- IV. Landscape maintenance (including but not limited to: grass cutting, line trimming, blowing, edging, tree trimming and removal, weeding, mulching and road / pathway maintenance)
- V. Maintenance, repair and cleaning of assorted vehicles and small engine equipment.
- VI. Immediate repairs of plumbing issues (clogged toilets, leaking sinks, lack of water).
- VII. Collection and transportation of all recyclable material to an area recycling center.
- VIII. Inventory, procurement and transportation of fuels needed for camp operations.
- IX. Assist in the set up, facilitation and clean up of all camp activities:
  - A. Build, light, maintain and extinguish bonfires.
  - B. Set up all non-permanent obstacle course structures. Check and repair all permanent obstacle course structures as required.
  - C. Assist in setting up and cleaning up all water activities.
  - D. Set up and clean up confession stations
  - E. Assist in setting up and cleaning up for messy games
  - F. Maintenance of all mountain bikes and mountain bike shed
- X. Replenishment of disposable materials (toilet paper, cleaning supplies) in all buildings where campers live or have sessions/activities.
- XI. Daily trash removal throughout camp.
- XII. At least one night per week, a member of the facilities team will be assigned particular duties to accomplish for nightly shut down. During this "on night" the facilities team member will usually work by himself late into the night. This time will generally be offset by a later start time the next day.
- XIII. The facilities team will check out groups from their living spaces at the conclusion of each week of camp. This will include an inspection of the living spaces and a specific checklist to follow. Additionally, there will be numerous particular tasks which must be accomplished to shut down the camp at large after campers have departed.
- XIV. Facilities team members may also be asked to drive to locations several hours away for camp related things (i.e. airport runs, equipment pick-up, etc.). They will also help with one shift a week on another team.

**Who:** Five service crew members will make up the Facilities Team at Life Teen Summer Camp.

**Housing:** Housing for the Facilities Team will be with fellow service crew members of the same gender.

**Community:** The Facilities Team will serve in the community of service crew. They will attend all possible formation sessions and will report to the Director of Operations for schedule, tasks and responsibilities.