

THE SALVATION ARMY
METROPOLITAN DIVISION – Wonderland Camp and
Conference Center
POSITION DESCRIPTION

POSITION TITLE: Maintenance Worker

LOCATION/DEPT: Wonderland Camp and Conference Center

REPORTS TO: Maintenance Supervisor

MISSION

The Salvation Army Wonderland Camp and Conference Center exists to support the ministry of the Salvation Army by providing the opportunity to experience Christ through focused programs in a natural, safe, camp conference environment.

OUTCOMES

To be responsible for carpentry, dry walling, electrical, plumbing, pool care, water quality, bed bug heating, and repairs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Perform carpentry work and wall repairs.
2. Perform electrical, plumbing, painting work.
3. Be a Certified Pool Operator and care for the pool during summer months.
4. Operate the bed bug heating equipment.
5. Monitor the water system and softeners.
6. Assist with housekeeping and grounds as needed.
7. All other duties as assigned.

RELATIONSHIPS

This individual relates to, and interacts with, a wide range of contacts both within and outside the Salvation Army-Wonderland Camp and Conference Center. In these contacts, they act as a representative of the Army and its mission.

SUPERVISION RECEIVED

Under the direct supervision of the Maintenance Supervisor with some freedom to plan, schedule and carry out responsibilities within established policies and guidelines.

SUPERVISION OF OTHERS

None.

PERFORMANCE MEASUREMENTS

This individual will be evaluated on how effectively the outcomes of this position are achieved, as well as the timeliness, accuracy and completeness of accomplishing assigned goals.

EDUCATION/EXPERIENCE

- High School diploma or GED preferred.
- Experience and aptitude for mechanical work and general construction.
- Experience with tools and maintenance equipment.

COMPETENCIES

- Minimum age of 19 years old.
- Ability to accept authority.
- Good communication and interpersonal skills.
- Demonstrated ability to use initiative and be a self starter.
- A positive attitude and the ability to be flexible in light of changing job situations/priorities.
- In agreement with the philosophy, goals and objectives of The Salvation Army Wonderland Camp and Conference Center.
- Supportive of the mission of The Salvation Army.

POSITION LIMITATIONS

The individual will only commit Agency resources which have been allocated or approved.

The individual shall keep the Maintenance Supervisor informed of all critical issues relating to his/her area of responsibility.

This individual will adhere to all policies and procedures in carrying out the responsibilities of this position.

PHYSICAL DEMANDS/WORK ENVIRONMENT

This position is required to do light to heavy physical work and must have good physical health.

In order to successfully perform the essential functions of this position, the employee is regularly required to use maintenance equipment.

Must be able to lift or move 50-100lbs.

The work environment for this position includes an office and outside environment with a low to high noise level.

COMPENSATION

Non-Exempt/RFT

SIGNATURES

SUPERVISOR/DATE

EMPLOYEE/DATE

Date: 7/02, 2/03, 1/09, 1/10, 9/10

Date Revised: 06/14, 7/16

THE SALVATION ARMY MISSION STATEMENT

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.