



## **Cho-Yeh Camp & Conference Center, Inc.**

### **Job Description**

**Job Title:** Grounds Care Assistant

**Department:** Facilities

**Reports To:** Grounds Manager

**Prepared Date:** 1/21/19

#### **Position Summary:**

The grounds care assistant works on a team and reports directly to the Grounds Manager. As a member of the grounds team, they will work to upkeep and improve the grounds at Camp Cho-Yeh. They play an important role in helping us fulfill our mission which is, to be a place where Jesus Christ transforms life through meaningful relationships and outdoor adventures. The Grounds Care Assistant will have full access to the Waypoint Leadership Program which includes leadership curriculum, personal development classes, one on one professional coaching, community building, and outreach opportunities, with intentional and practical opportunity for spiritual growth. The Grounds Care Assistant will be an important member of Camp Cho-Yeh's team in offering guests, campers, and camper parents an exceptional experience at our best in class facility.

#### **Essential Job Functions:**

- Ability to take direction and constructive criticism
- Mow and trim around camp as needed
- Regular maintenance of grounds equipment
- Pick up and remove tree debris
- Trim trees for tree health and guest safety
- Create and maintain walking trails
- Trim bushes
- Maintain irrigation systems
- Apply herbicides and pesticides as needed
- Grade and seed new landscape areas

#### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Strong passion for Camp Cho-Yeh's mission coupled with the ability to identify/integrate into the culture.
- Strong spiritual life and devotion to Christ as well as experience sharing personal testimony in a variety of venues. Being vulnerable and open about personal faith journey. Ability to sign statement of faith.
- Must be able to utilize safety equipment and work safely at all times.
- Demonstrated ability to cultivate healthy relationships, and to maintain strong ties.
- Offer gracious hospitality to a wide demographic that includes people of diverse ethnicity, religious affiliation, age, and lifestyles.

- Must be able to regularly work long and varied hours including weekends and some holidays.
- Must maintain a positive attitude and provide a positive environment for Compass students and Cho-Yeh guests.
- Must possess the ability to communicate and work with groups of all ages and skill levels in order to provide necessary instruction to guest and campers.
- Strong awareness and commitment to preventing, detecting, and responding to physical, emotional, or sexual abuse

### **EDUCATION and/or EXPERIENCE**

Six months to one-year related experience and/or training; or equivalent combination of education and experience.

### **WORK ENVIRONMENT**

Work is almost completely outside. Will work in weather extremes including winter cold, summer heat and/or precipitation.

### **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

### **REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **TIME MANAGEMENT ABILITY**

Ability to effectively manage own time and have great attention to detail. Ability to show initiative and function as a self-starter.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; reach with hands and arms; and talk or hear. The employee will regularly walk long distances. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close up vision and distance vision.

### **EMPLOYEE BENEFITS**

- Camp Housing
- Meals when guest groups are on camp
- 401k w/ 6% match
- Health Benefits and a Health Savings Account
- Paid Time Off
- Leadership Development Classes
- Team building training
- High Ropes training
- Lifeguard training and certification
- First Aid and CPR training and certification