



Job Description

Title: Seasonal Facilities Technician
Reports to: Facilities Director
Employment Dates: Seasonal May thru November

The Facilities Technician is responsible for supporting the Facilities Team with the overall day to day operation of Roundup River Ranch's campsite, including but not limited to all aspects of buildings, site, grounds and infrastructure consistent with the mission and established policies and procedures of the camp.

Qualifications

- Passion for the Roundup River Ranch mission
- A high school diploma or its equivalent
- College degree is preferred, but not required
- Ability to communicate effectively in English
- Ability to work with, and supervise, small groups of volunteers.
- This position requires working knowledge of grounds keeping and general maintenance including proficiency in the safe and proper use of power equipment and tools.
- Ability to perform strenuous activity in an outdoor environment while working varying hours to meet the 24 hour coverage and responsiveness to urgent and emergency facility needs throughout the year.

Job Responsibilities

1. Preventative and Operational Maintenance Support

- Buildings – general maintenance and cleaning
- Grounds/land management – grounds keeping including mowing, weeding, pruning
- Seasonal considerations – snow removal, fertilizing, mulching, aerating
- Site operations – record keeping, fulfil maintenance requests
- Vehicles – general maintenance, cleaning, gassing vehicles
- Roads, pathways, decks, fences, and parking lots – routine maintenance and cleaning
- Irrigation system – repair, maintenance, winterization
- Refuse collection including litter gathering, trash and recycling removal, and compost

2. Supplies and Equipment

- Operate vehicles and powered equipment, such as mowers, tractors, twin-axle vehicles, snow blowers, chain saws, electric clippers, and pruning saws.
- Use hand tools, such as shovels, rakes, pruning saws, hedge or brush trimmers.
- Maintain or repair tools, equipment, or structures using hand or power tools

3. Security Awareness

- Site, buildings, and assets
- Staff, volunteers, and campers

4. Compliance

- Legal including local authorities, fire, ambulance, police, county and state compliance including public health and environment, water board and child care license.
- Compliance with American Camp Association standards and accreditation.
- Compliance with SeriousFun Children's Network criteria and best practices.
- Compliance with PUD (Planned Unit Development)
- Safety, including OSHA and other best practices

5. Other Duties as Assigned

Essential Functions

Roundup River Ranch camp staff will be expected to:

- Be able to identify emergency situations, either by seeing them happen, hearing cries for help, or hearing the emergency alert siren and bell.
- Have the strength, endurance, and physical skills to respond quickly and appropriately to emergency situations, according to written emergency procedures and plans, which may include callings for help, running distances up to a half-mile, and watching to see if campers are responding appropriately.
- Must have the ability to walk, stand, sit, climb, kneel, crouch, stoop and stand
- Be able to move items (such as canoes, archery and sports equipment, craft supplies, and bicycles) around in the program areas, and collect firewood: this will require the strength and mobility to push, pull, lift, and carry items up to 100 pounds.

Applications

Applications (cover letter and resume) may be sent to Human Resources at emma@roundupriverranch.org. For more information, please visit www.RoundupRiverRanch.org.