



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



YMCA of Lansing Association Job Description

Mystic Lake YMCA Camp

9505 Ludington Dr, Lake, MI, 48632

517-827-9650

At Mystic Lake YMCA Camp, our goals are to teach youth social responsibility through environmental stewardship, community living and working with one another in a group setting that builds friendships. Youth develop and learn new skills to improve their sense of self-worth and confidence in an accepting environment where all are welcome.

Housekeeping/General Maintenance

General Function: Properly and thoroughly accomplish the cleaning of the YMCA facility as well as light building maintenance and repair.

Job Requirements:

- Three or more years experience in a custodial or closely related field.
- Working knowledge of custodial-related areas.
- Complete all required YMCA trainings.
- Ability to maintain an organized and safe working environment

Position Responsibilities:

- Complete all facility custodial duties outlined by Supervisor.
- Complete custodial duties in a conscientious, timely manner, within the allotted time scheduled by supervisor.
- Models relationship-building skills in all interactions.
- Advises management on custodial issues and projects as requested.
- Ensures that all custodial equipment is maintained and properly operated in accordance with the policies and procedures of the YMCA and industry best practices.
- Attend staff meetings.
- Complete all required YMCA trainings within the time allotted.
- Engage with all members, participants, and parents to build strong relationship towards the advancement of the Y.
- Assist in the Annual Campaign as needed.
- Other duties as assigned.

Physical Demands

While performing the duties of this job, the employee is often required to: climb stairs, bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, climb ladders, walk, paint, shovel snow, plow snow, lift and/or move up to 50 pounds, have finger dexterity, grasp, perform repetitive motions, communicate and have visual acuity.

Disclaimers:

- Must complete successful background screening and drug screening for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

Hours/Salary/Benefits: seasonal; must be available to work Monday-Sunday depending upon needs of Mystic Lake YMCA Camp. Hours will vary depending upon the season. \$10-\$12/hour.

Contact: Ricky Wright, Executive Director, Mystic Lake YMCA Camp, rwright@lansingymca.org or apply online at www.lansingymca.org