

## LUTHERLYN JOB DESCRIPTION

**POSITION:** GROUNDS CREW

**QUALIFICATIONS:** Must be a mature, responsible person committed to working in a Christian community and caring for God's creation. Motivated, organized, and able to manage multiple tasks at one time. 21 or older with a valid driver's license. Possess a sense of hospitality and teamwork. Be in good physical health. Background checks will be conducted by Lutherlyn.

**RESPONSIBLE TO:** SITE MANAGER

### **RESPONSIBILITIES:**

*The following is not a comprehensive list but is meant to cover the key areas of responsibility. These tasks are shared by the Site Manager and Grounds Crew.*

- Perform all tasks in a safe manner
- Assist the Site Manager in all aspects of camp maintenance and upkeep
- Alert the site manager of any unsafe conditions present in any facility or on the grounds
- Assist in training summer assistants and volunteers in maintenance and grounds keeping
- Assume a supervisory role with summer assistants and volunteers
- Be part of a rotating on-call schedule. When required to work outside of normal hours, equivalent time off will be granted during *that same pay week*
- On-call rotating Saturdays during summer camp sessions, be available to be on-site
- Be present on-site during major functions, such as CampBlast
- Be present for volunteer workdays and willing to assume a supervisory role
- Have a basic knowledge of plumbing and carpentry principles
- Have a basic knowledge of vehicle maintenance and be able to check fluid levels and complete a basic safety check
- Operate vehicles and equipment; i.e. excavator, loader, tractors, mowers, dump truck, chain saw, in a safe manner
- Keep the workshop areas clean and free of dangers
- Assist housekeeping with cleaning facilities, as needed
- Be a positive role model around all summer staff and campers

### **HOURS:**

Monday-Friday, 7am-3:30pm (1/2 hour lunch break each day).

Approx. 4 Saturday or Sunday mornings for 2-3 hours during summer camp.

Occasional Saturday or Sunday events that all staff work (approx. 4/year) with equivalent time off during the week.

Rotating on-call weekends with equivalent hours off during the week (typically every 3<sup>rd</sup> weekend).

### **COMPENSATION:**

Salary – \$35,000/year

Option of individual health, dental, vision insurance

Pension after 1 year of employment (6% employer contribution)

2 weeks paid vacation after first year (first year = 1 paid vacation day earned per month of employment)

## **ABOUT LUTHERLYN**

**LOCATION:** Prospect, PA (Butler County)

**CORE PURPOSE STATEMENT:** Lutherlyn is a God-given place to be accepted, challenged, and sent.

**MISSION STATEMENT:** Lutherlyn extends the ministry and mission of Jesus Christ, by inviting all people to engage the Word of God, one another and themselves in an intentional, challenging, exciting, and fun outdoor Christian community centered in the grace of God and the goodness of earth and life.

**GOALS:**

- To provide unique opportunities for Christian living experiences.
- To offer a natural setting for an intentional Christian community committed to experiencing and affirming our interrelationship with all of God's creation.
- To encourage spiritual, mental, emotional, and physical growth and renewal for the whole person.
- To encourage continuing growth in Christian faith.
- To offer programs and the use of its facilities for the benefit of individuals, congregations, the community, service organizations, and agencies that work for the improvement of the quality of life and for the fulfillment of human potential in ways that are consistent with basic Christian values.
- To serve people of all ages and needs.

**5 CORE AREAS OF MINISTRY:**

- Summer Camp
- Environmental Education
- Adventure Programs
- Equestrian Center
- Retreats/Events

Submit resume or letter of interest to:  
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or  
Lutherlyn  
P.O. Box 355  
Prospect, PA 16052