



Job Title: Maintenance Development Lead
Organization: Lake Geneva Foundation (LGF)
Reports to: Operations Director

Position Summary:

This is a multi-faceted role to directly assist with property maintenance involving; 1) hands on orchestration of daily facility maintenance, 2) developing a Trades-skilled training program for young adults, and 3) coordination of volunteer efforts to perform regular maintenance assistance.

Position Responsibilities:

- Under the direction of the two property managers, perform hands-on facilities maintenance individually and as leader of a team. Facility maintenance responsibilities will be:
 - Oversee all necessary maintenance and repairs of the grounds and buildings under the LGF umbrella
 - Assist with maintenance of grounds and landscaping that affect guest experience
 - Assist with piers; care and maintenance
 - Open and close seasonal buildings
 - Power-wash and paint building exteriors, decks and walkways
 - Provide project support
 - Assist with snow removal

- Develop a skilled training program for young adults (mission supported students):
 - Develop a two year certification program to train students in skilled labor development
 - Recruit young college age+ men (initially) for a two year commitment to the program
 - Develop the training curriculum and schedule training times, coordinating with necessary maintenance needs and projects
 - Disciple each student in spiritual disciplines and hold weekly 1:1 coaching sessions with each
 - Establish benchmarks and course completion competencies
 - Work side-by-side with students in hands on maintenance efforts weekly
 - Target outcomes: a strong Christian faith, a developed sense of self-worth, 100% marketable skill and placement

- Organize volunteer efforts towards property maintenance:
 - Recruit partner churches and others for camp workdays
 - Recruit organizations with the ministry's target demographic of young college age+ men who desire skills
 - Plan and execute volunteer events, with schedule coordination with the property managers

Essential skills and additional requirements:

- **Faith** – Passionate about the gospel message and the camping ministry
- **Strong communication skills** – Efficiently and effectively communicate, especially with your Maintenance peers
- **Leadership** – Proven ability to lead young men in their Christian faith, practical living and labor skill development
- **Technical Expertise** – Experience in a specific trade and strong working knowledge of construction
- **Operational excellence** – Exhibit an expectation of excellence and an ability to problem solve and work along-side others

Reporting to this position:

Young Men in the program, Volunteer Leads, Seasonal part time staff as needed

Revised 7/2/21 rtd

