



## **Job Title: Maintenance Assistant**

**Pioneer Ranch**

**Rocky Mountain House**

**(4 month position)**

**Purpose:** Assist the Site Manager in maintenance, construction, site and equipment repairs, daily operation of the site, care and maintenance of equipment.

**Reports to:** Ranch Site Manager

### **Essential Job Responsibilities (possibilities but not limited to):**

- Maintain facility grounds and structures
- Regular mowing and upkeep of grounds
- Repair of site facilities
- Regular maintenance of program equipment and site equipment
- Construction of new facilities
- Garbage Collection and removal
- Preparing the site for incoming camps/incoming groups

### **Responsibilities related to being part of the Camp Team**

- Ask Supervisor or Team Leader about having visitors
- Attend team prayer times and Bible studies (Heb. 10:24-25)
- Return tools or equipment you use to the place you got it
- Ensure any equipment you use in personal time is ready for use during next scheduled activity
- Be prepared and on time for duties, group activities and meetings
- To be an active participant in leadership and skill development opportunities

### **Requirements:**

- Current full-time student and returning if receiving Canada Summer Jobs grant
- Personal relationship with Jesus Christ and desire to grow as a follower
- Teachable, helpful, friendly, hard-working, maintain a positive attitude, reliable, flexible, and a team player
- Minimum High School Diploma
- Police clearance via Police Reference Check
- Signed Statement of Faith Agreement & Code of Conduct Policy

Pioneer Camp Alberta – Pioneer Ranch  
Box 600, Rocky Mtn. House, AB, T4T 1A4  
P: (403)845-6777 / F: (403)845-5515

[ranchinfo@pioneer camps.ab.ca](mailto:ranchinfo@pioneer camps.ab.ca) / [www.pioneer camps.ab.ca](http://www.pioneer camps.ab.ca)

Maintenance Assistance Job Description, Pioneer Ranch, 4 month position 2019



**Job Specific Qualifications:**

- Must be a minimum of 18 years of age
- Standard First Aid and CPR considered an asset
- Must provide own transportation
- Knowledge of construction, maintenance skills and relevant experience

**Length of Position:** April 28 – August 28, 2019