



Job Title: Facilities Assistant (Summer)
Location: Mt. Gilead, OH
Job Status: Seasonal, May-August, 2019
Reports To: Facilities Manager
Function/Team: Facilities

Position Overview:

The **Facilities Assistant** will be responsible for help to oversee summer camp operations with a focus on light repairs and maintenance to physical buildings and grounds.

Function/Team Overview:

The **Facilities team** is responsible for the daily upkeep, maintenance, construction and sustainability of camp grounds and physical structures. This includes 196 acres, our main office/volunteer housing, 24 camp buildings, 6 program areas, 2 ponds and 1 pool.

Responsibilities:

- Complete daily building checks under guidance of Facilities leadership staff.
- Respond to all written and radio maintenance requests.
- Provide light residential maintenance and repair
- Perform light golf cart and vehicle maintenance and repair.
- Prepare for and participate in camp prep workdays.
- Assist in lawn and garden duties.
- Assist in pool management under the guidance of Facilities leadership staff.

Required Skills, Qualifications & Experience:

- Ability to work on a ladder comfortably.
- Demonstrated capability of safe and precise use of common lawn, garden and construction tools.
- Demonstrate flexibility and willingness to work on multiple projects.
- Ability to self-manage and work independently.
- Ability to manage tasks and workload in a fast-paced environment.
- Detail oriented and driven to produce high quality work.
- Valid drivers license and reliable transportation.
- Ability to work non-traditional work schedule including evenings and weekends.
- Lawn, garden or construction experience (preferred).
- Ability to lift 50lbs

Expectations & Requirements for all Flying Horse Farms Staff

- We live our Core Values - we are each responsible for knowing our values and nurturing our culture
- We practice Safety First - we are each responsible for knowing and adhering to the policies and procedures as described in the FHF staff manual
- We See the Best in Each Other - we are each responsible for ensuring our working relationships with co-workers, volunteers, Board members, families, campers and other stakeholders are positive and professional
- We show up - we are each responsible for our schedules, meetings and any other duties

Why work at Flying Horse Farms? Quotes from the team:

- *"Camp doesn't just change the lives of the campers for the better. It also changes the lives of every person involved. It helps us see the value of the human person, spreading a culture of acceptance to every person who passes through the gates."*

- *“This was one of the most cohesive staffs I have been a part of. I felt comfortable around everyone and thought the team did a great job of supporting one another. I enjoyed the opportunity to work with a variety of staff members and felt welcomed right away.”*

How to Apply:

<https://flyinghorsefarms.org/get-involved/seasonal-positions/>

Flying Horse Farms provides magical, transformative camp experiences for children with serious illnesses and their families – free of charge. Located on 200 acres in Mt. Gilead, Ohio, camp first opened its gates in 2010 and hosts about 900 children and families each year.

Flying Horse Farms is the first camp in the Midwest to become a full member of the SeriousFun Children’s Network. Founded in 1988 by actor, philanthropist and Ohio native Paul Newman, the Network is a community of independently managed and financed camps and programs creating opportunities for children with serious illnesses and their families. The Network has evolved from one camp to a global community serving one million children and families across five continents.

The children who attend camp have illnesses including cancer, heart conditions, rheumatoid arthritis, blood disorders, asthma, gastrointestinal disorders and facial anomalies.

At Flying Horse Farms, for a weekend or week at a time, being sick takes a backseat to being a kid. And fun is priority number one. Campers participate in activities like swimming, boating, fishing, archery, high ropes and arts and crafts. Campers receive first-rate care at our on-site health center, staffed 24/7 by medical professionals from children’s hospitals across Ohio and beyond.

Flying Horse Farms is an ACA-Accredited Camp with the American Camp Association.