



MAINTENANCE MANAGER (SEASONAL OR LONG-TERM CONTRACT AVAILABLE)

General Description:

The Camp Maintenance Manager is responsible for overseeing and directing the maintenance team at camp, under the guidance and supervision of the Facilities Director. This person will ensure the camp's facilities, grounds, and equipment are kept in good condition and safe for campers and staff to use. The Manager works closely with the Facilities Director and other members of the team to plan and execute maintenance projects and manage the daily operations of the maintenance team.

This unique and rewarding opportunity is in a beautiful residential summer camp located in the stunning Haliburton Highlands, Ontario, Canada.

Key Responsibilities:

- Hire, train and supervise the maintenance staff to ensure that all work is completed to a high standard and in a timely manner.
- Direct the maintenance and repair of camp's facilities, equipment and electrical and mechanical systems
- Develop and implement schedules and procedures for safety inspections and preventive maintenance programs
- Coordinate all landscaping operations and cleaning
- Plan and prioritize maintenance projects based on the needs of the camp and available resources.
- Conduct routine inspections of camp facilities, equipment, and grounds to identify areas in need of repair or maintenance.
- Coordinate and oversee the repair or replacement of damaged equipment and facilities as necessary.
- Manage the inventory of maintenance supplies and materials, and order new supplies as needed.
- Assist with the setup and shutdown of equipment and facilities for camp season.
- Ensure that all safety and security procedures are being followed by the maintenance staff and that all equipment is being operated safely.
- Maintain accurate records of maintenance activities, including work orders, equipment maintenance schedules, and inventory levels.
- Communicate any maintenance issues or concerns to the Facilities Director
- Be acquainted with community fire, police and emergency service departments
- Some duties may be reassigned and other duties may be assigned as required

Desired Qualifications

- Previous experience in maintenance, landscaping, or related field preferred.
- Supervisory experience an asset.
- Ability to work independently and as part of a team.
- Good communication and problem-solving skills.
- Physical fitness and ability to lift heavy objects.
- Current First Aid and CPR certifications preferred

To Apply: Qualified candidates may apply in confidence to Rob Abbs, Facilities Director, by email to rob@campnbb.com. The application should include your resume and a letter explaining why you would be an excellent candidate for this position.

Camp Northland is committed to employment equity and encourages all qualified candidates to apply. If you require accommodation at any point during the hiring/employment process, please let us know as we will work with you to meet your needs. All responses will be handled with strict confidence.