



Summer Grounds and Maintenance Worker

Summary: The Summer Grounds and Maintenance Worker assists with general building upkeep, maintenance, and outdoor greening initiatives leading up to the 2023-2024 school and ministry year.

Working Relationships: Reports to the Director of Operations and works closely with the Maintenance Technician and Custodian.

Hours: 35 Hours/week for 8 weeks (between June and August 2023, start and end date negotiable)

Pay rate: \$15.50 per hour

Responsibilities:

- Assists Maintenance and Custodial staff in summer building projects and daily tasks
- Facilitates set up, take down and custodial support for summer ministry events
- Takes responsibility for keeping attractive and well-maintained grounds and entrances
- Assists with annual upkeep of ministry spaces and equipment
- Completes maintenance checklists and provides administrative support for facilities

Required Skills and Experience:

- Must meet the guidelines for the Canada Youth Summer Jobs Grant (see below)
- Previous experience in maintenance, grounds and/or custodial work
- Supportive of Redwood Park Church's mission and core beliefs <https://redwoodpark.ca/about>
- Able to complete Plan to Protect Training and a criminal records check

Key Qualities:

- An understanding of church operations and willingness to serve within that context
- Team player and team builder who works well with others
- The ability to communicate both verbally and written
- Problem solving ability, follow safety guidelines and some computer skills
- Trustworthy in following through with delegated responsibilities in a timely way

To be eligible, applicants must meet the requirements of the Canada Youth Summer Jobs Grant:

- be between 15 and 30 years of age at the start of the employment;
- be available 35 hours per week;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations