



The Lutheran Camping Corporation
of Central Pennsylvania
Kirchenwald, Nawakwa, & The Wittel Farm

Maintenance Manager

Reporting to the Site Director, the Maintenance manager will have operational impact on the mission of the LCCCP by ensuring the LCCCP provides the highest levels of hospitality by ensuring the sites and facilities of the LCCCP are, safe, well-maintained, and ready to welcome all who come.

The LCCCP's Mission is to...

Provide a creative, Christ-centered ministry for people in all stages of life, in partnership and cooperation with congregations and individuals, for the service and proclamation of the Gospel.

the LCCCP carries out its mission as a gracious expression of God's love. The heart of that mission is to:

- Strengthen the faith of children, youth, adults, and families
- Offer opportunities for children to grow in Christian leadership
- Provide outdoor ministry experiences to all, regardless of their financial capacity
- Foster Christian fellowship
- Nurture God's children of all ages as good stewards of all God's good gifts

Responsibilities

Administrative Duties

- With the Site Director, take inventory of all facilities and equipment
- Make all routine repairs as necessary or schedule their repair with qualified outside providers in conjunction with the Site Director
- Assure the safety and aesthetic of the facilities by ensuring the timely completion of mowing and snow removal
- Practice preventative maintenance procedures to prevent deterioration of the facilities, equipment, and vehicles
- Assist in the cleaning of campsite and facilities
- Supervise summer maintenance staff in the following tasks:
 - Painting
 - Mowing
 - Pool operation
 - Firewood splitting and stocking

- Garbage disposal
- Vehicle operation
- Trail cleaning and landscaping
- Maintain septic system
- Maintain water system according to governmental standards
- Ensure the required water and septic tests are completed on the schedules required
- Ensure the repair and upkeep of all vehicles and equipment
- Be on call for emergencies related to site and facilities
- Order maintenance and cleaning supplies
- The Maintenance Manager at Kirchenwald will also have responsibility for the maintenance and care of the Wittle Farm Site

Church and Community Relations

- Participate in the hospitality and welcome of the LCCCP ministries by serving as a point of contact with guests as needed when they are on site
- In conjunction with the Site Director, work with volunteer groups on site and facility service projects

In addition to all of the above, other duties may be assigned as necessary for the good of the organization's mission.

Qualifications

The Maintenance Manager will be thoroughly committed to the LCCCP mission.

Specific requirements include:

- Solid Christian faith and understanding and a desire to serve in an outdoor ministry setting
- An understanding of, and agreement with the mission and goals of the LCC
- Good health and stamina, ability to regularly lift items over 40lbs.
- Maintains a Valid Driver's license
- Satisfactory criminal record check (mandatory), and child abuse screening (mandatory)