
CAMP-of-the-WOODS

Housekeeping

Employment Classification: Full Time Hourly

Department: Housekeeping

Reports To: Housekeeping Manager

Start Date: May 2024

About the Opportunity:

- Located in the Village of Speculator, New York in the southern Adirondack Mountains, CAMP-of-the-WOODS (COTW) is a year-round Christian Family Resort and Conference Center that began in 1900.
- Each year we host over 15,000 guests in our Summer Season and Conference Season.
- In the last 14 years over \$20 million has been reinvested in the buildings on our property of nearly 100-acres.
- With a rich tradition of service and excellence, we strive to fulfill our mission: to present the Biblical truths of Jesus Christ, develop Christian leaders, strengthen the faith of individuals and families, and promote global evangelism.
- Quality of life opportunity:
 - Five-day work schedule
 - The Summer Season of 10-12 weeks requires an earnest work effort while the Conference Season affords a more moderate schedule.

Position Purpose & Responsibilities:

- Devoted Christ-follower, excited to see the kingdom grow and pour life into others.
- Demonstrated servant leadership and be a team player while working with other COTW staff.
- Attention to detail; maintain the high standards that COTW is known for.
- Ability to lead, motivate and direct seasonal housekeeping staff and LIFT students on a weekly basis.
- Vacuuming, mopping, dusting, making beds, and cleaning bathrooms in guest accommodations and public facilities
- Driving housekeeping vehicles to transport supplies and laundry
- Washing and folding towels and bedding
- Leading small teams of staff from other departments to quickly “turn” all of Camp
- Must be flexible to handle an “on-call” schedule

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- Maintenance: schedule maintenance calls with vendors for Washing-tons (Camp laundry facility), floor scrubbers etc.
- Able to stand, bend, and move continuously for long periods of time.

Prerequisites:

- Christ-follower who is committed to personal growth.
- Sign agreement with the Essential Doctrines of the Christian Faith as stated in the COTW Staff Guidelines.
- Candidate must be able to work as part of a team in a demanding job. He/she must be organized, prompt, and willing to work long hours and weekends when necessary.
- Person that is energetic, persevering, industrious and creative.
- Drivers license.

Benefits:

- \$15 an hour + 33 – 60 hours of overtime per year (est. 32k Annual Salary)
- Camp Provided Housing, including all utilities (Est. value: 15k annually)
- Camp provided meals for employee and family
 - Free breakfast, lunch and dinner in Summer Season
 - Free lunches Monday - Friday in Conference Season
- Health Insurance – 65 - 75% of premium paid by COTW
- Health Savings Account contribution – paid by COTW
- Short-Term and Long-Term Disability plan – premium paid by COTW
- \$10,000 Life Insurance policy – premium paid by COTW
- 403(b) or Roth Retirement plan – you can contribute immediately, COTW match begins after one year of employment
- Time Off policy:
 - Eight (8) paid holidays per year
 - Ten (10) days of vacation per year for years 1-2 of employment, 15 days of vacation per year after 2 years of employment.
 - Six (6) sick days per year
 - Two (2) personal days – after one year of employment
 - Time off for NYS Paid Family Leave, bereavement, and jury day

If interested, please send a cover letter and resume to the contact information listed below:

Email: josephc@cotw.org