



**POSITION AVAILABLE**  
**KAA1 Assistant Maintenance**  
**KAA Camp Operations – Golden, Missouri**

**SCHEDULE:** Hours are Monday thru Friday, 7:00 am – 3:30pm, in the off season (Aug-May). Camp Season will vary with working one day on the weekend. Scheduled work hours have some flexibility, must be approved by the Chief Maintenance Officer.

**FLSA STATUS:** Full-Time/Non-Exempt/With Benefits

**LOCATION:** Preferred living within 30 minutes of our camp location in Golden Missouri if possible.

**SALARY:** Hourly Rate; to be determined

**SEND RESUME:** [IWANTTOWORK@KAAKAMPS.ORG](mailto:IWANTTOWORK@KAAKAMPS.ORG)

**Summary of the Position**

The purpose of this position is to help maintain the property, grounds, buildings, pool, etc. of KAA1 and Higher Ground (HG). This position works closely with KAA1 Staff, KAA1 Maintenance Captain, and the Chief Maintenance Officer. This position reports directly to the KAA1 Maintenance Captain. This position will work in areas of construction, landscaping, maintenance and repair of buildings and surroundings at KAA 1.

**Experience, Education, and Training**

- Experience maintaining property, with a general knowledge of maintenance and repair.
- Must be proficient in general maintenance trades to include, but not limited to carpentry, plumbing, electrical, framing, etc.
- Skill in the use of hand tools and equipment required for maintenance and repair.
- Experience in working with Pools, preferred, not necessary
- Experience with a backhoe, excavator or other necessary equipment, preferred, not necessary

**The main duties include the following:**

1. Perform and carry out all maintenance needs and assist in maintaining all physical property, new construction or carpentry projects as needed.
2. Perform minor and major repair of all buildings and mechanical equipment, including preventative maintenance.
3. Replace broken windows; repairs doors, door locks and other repairs throughout the facilities as needed.
4. Completes daily, weekly, and monthly checklists on building equipment maintenance procedures and maintains records of scheduled maintenance procedures.
5. May install electrical wiring and equipment, new electrical services, wiring during remodeling projects, or replaces and repair wiring as needed.
6. May repair electrical equipment and control circuits, replace faulty electrical switches, repair refrigeration equipment.
7. May fix toilets, faucets, or other plumbing related needs.
8. Responds to emergency maintenance requests as required.
9. May work with landscaping including mowing, watering, installing, or repairing irrigation systems, etc.
10. Assists with the renovation/remodeling of buildings; repairs plaster and drywall, paints building structures.



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11. Adherence and promotion of personal protection equipment and other safety equipment and guidelines in all aspects of the position and with other staff.
12. Performing all other duties and responsibilities as assigned by supervisor(s).

**Required Knowledge, Skills, and Abilities**

- Must possess good interpersonal and communication skills.
- Ability to work under deadline pressure and extra hours if needed on assignments.
- Demonstrate pride in your work. Hold high standards in craftsmanship; learn and improve in areas that are not your strength.
- Use problem-solving skills, exercise good judgment, and make sound decisions in performance of duties.
- Be a self-starter, exercising initiative but also responding well to supervision.
- Understand and follow written and verbal instructions.
- Be prompt and accountable; work hours as assigned.
- Knowledge of general work site and construction safety.

**Working Environment/ Physical Demands**

The work environment and working conditions described here are representative of those that are typical of the job and must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this position, the employee will be exposed to wet and/or humid conditions; extreme heat or cold weather conditions; allergens; pests like bugs/insects/rodents; moving mechanical parts; high, precarious places; tight claustrophobic spaces; fumes or airborne particles; toxic or caustic chemicals. The noise level in the work environment ranges from low to high dependent upon work responsibilities and equipment being used.

While performing the duties of this position, the employee is regularly required to stand, walk, bend, twist, climb stairs, sit, use hands to finger, handle or feel; reach with hands and arms, squat, kneel, talk, smell, and hear. The employee must be able to push and pull more than **fifty (50) pounds** with specialized equipment or assistance. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, texture perception, and ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Necessary Expectations:**

- Maintain a positive, hard-working attitude that is ministry minded with the ability to remain flexible;
- Possessing a servant leadership attitude—delegating only those tasks which is willing to do;
- Possessing a servant’s heart with a willingness to help in whatever situation may arise;
- Have the ability to remain tactfully aware of and maintain confidentiality of sensitive information;
- Depicting trustworthiness through integrity, truthfulness, consistency and honesty;
- Creating and maintaining positive relationships both within KAA with staff and board members, and with external contact with campers, donors, vendors, and guests by treating all with courtesy, respect and in a conflict-free professional manner;



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- Believing the best and taking into consideration the effects on others, on costs, and on intended outcomes of decisions and actions taken;
- Demonstrating good stewardship and showing impartiality and equity toward others by not making promises that conflict with job duties and responsibilities.

**Licensing and Certifications**

- Must possess and maintain a valid Motor Vehicle Operator's license and be insurable under Kids Across America insurance coverage when operating a KAA vehicle.

**Miscellaneous Requirements**

- Must be at least 21 years of age.
- Must be able to pass a background investigation.

This description is not intended and should not be construed to be an exhaustive list of all responsibilities, knowledge, skills, abilities, or working conditions associated with this job. It is intended to be an accurate reflection of the average day to day essential job functions for making compensation decisions.

**About Kids Across America:**

- Vision: Transforming Urban Youth to impact Their Communities through Christ.
- Mission: To Build Christian Leaders by Encouraging, Equipping, and Empowering Urban Youth and their Mentors, through Camping and Education.
- Kids Across America is a community of believers committed to sharing the Gospel of Jesus Christ through Christian camping and various other means. Employees must understand that their roles are important in the overall goal of Kids Across America. We work together as a group to evangelize and equip the next generation to reach the world for Christ.