



## Summer Housekeeper

Camp Oochigeas is a privately funded organization that provides children with, and affected by, cancer unique opportunities for growth through challenging, fun, enriching and magical experiences.

The Summer Housekeeper plays a key role in maintaining a safe, clean and healthy place that enriches the experience of our campers, volunteers, staff and visitors.

### Position Specific Responsibilities Include

- Recognizing the needs of Ooch campers and enabling a vision for the overall physical wellbeing of the site
- Performing housekeeping duties in a way that ensures a healthy & clean environment
- Ensure the cleanliness of our buildings, furnishing and fixtures.
- Organize Housekeeping store rooms
- Replenish stock and supplies
- Process limited amounts of laundry
- Remove trash and recycling to pick-up points
- Identify needed repairs and, in some cases, assisting with their completion.
- Attend and actively participate in staff training; and compliance with workplace safety protocols.
- Demonstrate a positive and supportive attitude toward camp residents

### Qualifications

- Ability to take initiative and adapt to changing priorities.
- Ability to work on a team and independently.
- Ability to exercise sound judgment in setting and carrying out daily tasks.
- Ability to take direction through constructive criticism and direct feedback.
- Comfortable performing physically demanding tasks.
- Comfortable working in a medically based environment.
- Valid driver's license

### Advantageous Criteria

- Housekeeping experience.
- Experience working in a camp or resort setting. Think: Lots of people having fun in a busy place.
- Experience working in a child-centred environment.
- Standard First Aid with CPR-C and AED qualification

### Dates

The contract runs from June 10<sup>th</sup> to September 3<sup>rd</sup>

### Remuneration and Room & Board

Remuneration is \$17.50 per hour. If required, room and board are available at a modest cost.

## **Particular Working Conditions**

In consideration of the population Ooch serves, the incumbent is a non-smoker. Occasional work during evenings, weekends and statutory holidays will be required to support camper needs.

## **Physical Requirements**

The usual and customary methods of performing the job's functions require a variety of physical actions, including: walking, lifting, carrying, reaching, pushing and pulling; bending, stooping, kneeling, crouching, sitting and crawling; mopping, sweeping, wiping and scrubbing; and significant fine finger dexterity.

The minimum physical requirements for this position include the ability to:

- Work at step-ladder height
- Lift 20kg
- Use common housekeeping tools
- Use commercial housekeeping products
- Work in varying indoor and outdoor environments, including uneven terrain and changing weather

## **Equal Employment Opportunity**

Camp Oochigeas invites applications from all qualified individuals. Camp Oochigeas is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

## **Accessibility**

Upon request, Camp Oochigeas will provide to applicants with disabilities, accommodations that take into account the applicants' accessibility needs, in order to facilitate participation in the recruitment, assessment, selection and hiring stages.

## **Accommodation**

Camp Oochigeas has a Policy on the Accommodation of Employees with Disabilities. It deals with the submission of requests by employees for accommodations on the basis of disability. If you would like a copy of the policy, or to submit a request, please contact our Human Resources department.

All members of the summer staff team must be at least 18 years of age. This is a paid summer contract position at our site near Rosseau, Ontario. All hires will be contingent on positive references, a clear police check with vulnerable sector screening and satisfactory completion of medical screening. This position reports to David Drobitch, Manager, Residential Operations. If you have any questions please contact David at 705-313-3869.

For more information please see our website: [www.ooch.org](http://www.ooch.org)

**Our application process is ongoing. Job opportunities will be posted at [www.ooch.org](http://www.ooch.org) until they are filled.**

**To apply, please send resume and cover letter to**

Human Resources  
Camp Oochigeas  
464 Bathurst St.  
Toronto, ON  
M5T 2S6  
Fax: 416-961-2267  
Email: [hr@ooch.org](mailto:hr@ooch.org)