

Camp Fire is seeking individuals interested in supporting a diverse group of campers and enhancing the lives of youth from varying backgrounds

Camp Fire Inland Northwest Job Description

The purpose of this form is to detail the specific job requirements drawn from the related Job Class Specifications. Other Information specific or unique to this position are outlined herein.



Position Title: Sanitation Specialist

Primary Position Location: Camp Dart-Lo, Spokane, WA

Responsible to: Camp Director

Salary: Volunteer

GENERAL REQUIREMENTS OF ALL STAFF

- Current CPR, First Aid, and AED certifications.
- Visual, physical, and auditory ability to identify and respond to environmental and other hazards related to the camp setting.
- Abide by health and safety rules to ensure well-being of campers and staff at all times.
- Ability to assist campers and staff in emergency (fire, evacuation, illness, or injury).
- Ability to observe and evaluate camper behavior; enforce safety regulations and emergency procedures; and apply appropriate behavior-management techniques.
- Prepare the necessary reports, inventories, and records as assigned.
- Plan for and carry out the care and maintenance of the equipment and facilities assigned.
- Know the basic facts about the program of Camp Fire.
- Display a willingness to accept a reasonable share of camp responsibilities, and other duties as assigned.
- Prepare for and participate in the meetings and conferences of the staff.
- Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers and staff.
- Bring complaints or problems directly to Assistant Camp Director or Camp Director.
- Abide by established procedures and policies covered during staff training, in Camp Staff Practices and Guidelines, and Code of Conduct.
- Successfully pass a state, local and federal background check. Successfully pass a search in the U.S. Department of Justice National Sex Offender public database.
- Willingness to work at alternate camp locations; state and camp applicable wages apply.

MINIMUM QUALIFICATIONS

- Experience working with children.
- Ability to relate to one's peer group; be good role model and mentor.
- Ability to accept supervision and guidance.
- Good character, integrity, and adaptability.
- Enthusiasm, sense of humor, patience and self-control.

SPECIFIC JOB REQUIREMENTS

- Use and refer to the Sanitation Specialist checklist. Turn checklist in at the end of the camp day.
- Clean and disinfect frequently used areas and surfaces around main camp.
- Communicate with staff members about cleaning schedule.
- Refer to peg board to be informed of camp activities which need cleaning.
- Maintain a laundry schedule for cleaning supplies.
- Keep and maintain an orderly cleaning bin.
- Understand the importance of the job duties and the risks of improper cleaning routine.
- Understand and implement proper cleaning techniques such as the use of Personal Protection Equipment (PPE) i.e. disposable gloves and masks.
- Use the proper disposal method of used cleaning gear.

CAMP FIRE INLAND NORTHWEST

409 N. Argonne Rd., Ste. B, Spokane Valley, Washington 99212 • Telephone: 509 747 6191 or 800 386 2324
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- Read and thoroughly understand the instructions of the cleaning equipment.
- Understand the difference in cleaning vs. disinfection and the importance of both.
- Be able to monitor personal health.
- Understand the risks involved with not using proper methods and techniques as described in the staff manual.
- Inventory and alert the proper staff when running low on cleaning supplies.
- Understand, observe, and model camp rules and safety regulations; be familiar with the Specialist's role with regard to emergency procedures, i.e., fire drills, evacuating camp, etc.
- Observe campers for signs of illness or fatigue and report to the Camp Nurse.
- Supervise and assist campers in cleaning up after their activity and the overall cleanliness of camp.
- Notify appropriate camp personnel of maintenance and safety needs, as necessary. Including areas that are off limits while being cleaned or waiting to be cleaned.
- Attend volunteer orientation or staff training prior to leading activities.
- Temporarily fill other positions in camp and assist with camper supervision in when not focused on primary duties.

ESSENTIAL FUNCTIONS

- Properly clean designated areas to CDC/ACA standards outlined in the Staff Manual.
- Be timely with cleaning schedule
- Be able to ask for help when needed.
- Ability to maneuver wilderness terrain with uneven ground and steep inclines.
- Good physical shape to travel on rugged camp property quickly.
- Ability to lift and carry a minimum of 15 pounds.
- Be in good physical health to be exposed to cleaning and disinfecting solutions; as well as, the potential exposure to communicable diseases.

Appointment is at will. Camp Fire Inland Northwest Council is free to determine that continued appointment of any volunteer is not in its best interest and is free to discharge that volunteer, with or without cause.

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