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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MARSHALL AREA YMCA

Job Title: **Playground Maintenance & Custodian**
Status: Part-Time
Pay Range: $15.00 - $18.00 per hour
Reports to: Building & Property Director

Schedule: Sunday, Tuesday & Friday 7-10am
FLSA Status: Non-Exempt

POSITION SUMMARY:

This person is responsible for the physical operation and maintenance of the indoor playground facilities and 3 locker room spaces including daily cleaning and sanitation of all equipment and features; conducting daily safety checks; conducting regularly scheduled daily, weekly, monthly cleaning and maintenance; completing and logging/documenting all daily cleaning/sanitation and safety/maintenance checklists and issues/concerns; completing all risk management training; communicating any issues or concerns of playground facilities and locker rooms with Building and Property Director and other team members. This person meets the needs and takes care of any issues that arise in the absence of management staff, ensuring that all children, families, members, and guests have clean and safe spaces to enjoy. This person should be: exemplary in their attention to meticulous detail, motivated, hard-working, productive, efficient, and understand risk management; they must show initiative in evaluating needs and finding solutions; have a desire to create a clean, safe, and welcoming environment for all.

ESSENTIAL FUNCTIONS:

Supervision and Playground Facility Oversight:

- Ensures Y playground spaces are attractive and thoroughly cleaned by completing all duties listed on the daily cleaning and maintenance checklist schedules and maintains upkeep of assigned areas and equipment
- Ensures all locker rooms are thoroughly cleaned and maintained.
- Informs Building and Property Director of facility or equipment issues or problems that occurred
- Reports any maintenance and/or supply needs to the Building and Property Director
- Completes basic playground structure and general area equipment repairs as needed
- Follows proper procedures in securing the playground spaces during closed hours of operation
- Watches for hazardous conditions/situations, checking all areas of playground space, including entrance and facility exit doors and locks up playground spaces according to facility schedules
- Maintains thorough and meticulous daily records of cleaning, safety checks, maintenance and repairs, and reports all issues to Building and Property Director
- Communicates with Building and Property and Membership Directors when playground area needs to be closed for emergency cleaning and or maintenance repairs

Professionalism:

- Complies with all YMCA employee and member policies
- Follows dress code policy and identifies with Y shirt, nametag
- Arrives to work on time; finds replacement staff if unable to work shift

- Communicates professionally and effectively in both spoken and written manners; speaks professionally with staff and members/guests
- Attends staff trainings and meetings and stays current on facility risk management topics as related to job functions

QUALIFICATIONS AND SKILLS :

- At least 16 years of age
- Work independently, take initiative, responsible, and mature
- Communicates professionally to maintain professional work records
- Maintain a professional image at all times
- Excellent customer service skills and willingness to help others; flexible, multi-tasker who assists wherever needed
- Demonstrates excellent skills in conflict resolution and de-escalation techniques; demonstrates calm level-headed responses under pressure
- CPR, First Aid and AED certifications required within 60 days of hire (YMCA Provided)
- Knowledge of basic facility cleaning and maintenance
- Desire to make the YMCA a clean, safe, and welcoming place for all and promote a positive culture for members and staff

WORK ENVIRONMENT & PHYSICAL DEMANDS:

While performing the duties of this job, the employee is often required to: climb stairs or small ladders, bend, stoop/crouch, squat, kneel, twist, reach with hands, sit, balance, walk, have finger dexterity, grasp, perform repetitive motions, visual and kinesthetic awareness, gross and fine motor skills. The work is performed indoors in a small, enclosed playground structures including tunnels, slides, and uneven surfaces along with open spaces outside of the playground structure; must be comfortable working in enclosed spaces with limited ability to stand completely upright in playground structures; WARNING: you may have way too much fun exiting the playground structures by going down slides and other fun features!

SIGNATURE:

I have reviewed and understand this job description.

_____	_____	_____
Employee's Name	Employee's Signature	Date
_____	_____	_____
Supervisor's Name	Supervisor's Signature	Date