

## AN OPPORTUNITY TO JOIN THE SEASONAL SUMMER FACILITIES TEAM!

**JOB TITLE:** SUMMER FACILITIES STAFF (MAINTENANCE & CLEANERS )  
**DEPARTMENT:** FACILITIES  
**REPORTS TO:** MANAGER OF OPERATIONS

### ABOUT USDAN:

Usdan opens up a world for children to joyfully express their creativity and develop their artistic skills. Each summer, Usdan brings professional teachers and artists – actors, directors, playwrights, painters, sculptors, musicians, composers, dancers, poets, and novelists – to teach and collaborate with our campers, ages 5 to 18. Set on 140 acres of natural beauty in Wheatley Heights, Long Island, NY. Usdan is a safe, welcoming place within which campers have the freedom to build new friendships, explore nature, develop personal independence, and have fun, alongside their art making.

### POSITION SUMMARY:

Seasonal Summer Facilities Staff include two separate positions – Maintenance and Cleaners. Usdan plans to hire 7 Maintenance and 3 Cleaner positions for part time duties during the camp season.

Maintenance Responsibilities include:

- Gardening/Upkeep of camp grounds – leaf blowing, raking, mulching, removal of tree branches, clearing walking trails, removal of trash and debris.
- Campus preparation for the camp season – painting pools, deep cleaning of spaces, and setting up picnic tables.
- Safely transporting musical instruments, packages, water coolers, and other items to and from various areas.
- Assisting with parking during staff arrival and events.
- Other duties as assigned.

Cleaner Responsibilities include:

- Perform daily cleaning activities such as mopping, sweeping, dusting, disinfecting, window cleaning, vacuuming, and garbage removal.
- Preparation of campus for camp season including thorough cleaning of classrooms, bathrooms, and studios.
- Daily maintenance of assigned area on campus before, during and after camp hours.

Successful candidates will be able to work independently and on a team in all weather conditions. Perhaps most importantly, successful candidates consistently demonstrate empathy and respect for children and colleagues.

To perform this job successfully, you must be able to work in an outdoor camp environment and communicate with other staff effectively. Usdan provides staff with protocols at the beginning of the



season that they are expected to read and follow. At the same time, Usdan staff understand that new challenges may arise during the camp season and often work together to problem solve and determine solutions as we go.

## **JOB REQUIREMENTS:**

### **QUALIFICATIONS:**

- Ability to meet the physical demands of the job which includes standing for long periods of time, climbing ladders, and lifting heavy loads of up to 50 pounds.
- Ability to work in all weather conditions.
- Capacity to work both independently and on a team.
- Ability to follow direction from supervisors.
- Honest and ethical.
- Can-do attitude with the ability to find “yes”.
- Maintain a positive outlook and a “go with the flow” attitude.
- Reliable means of transportation.
- Ability to be punctual and reliable.
- Must complete New York State required trainings, including but not limited to a Sexual Harassment Prevention training and a Child Abuse and Neglect/Maltreatment Identification. Links to required trainings will be provided after hiring.
- Must be fully vaccinated against COVID-19, and if eligible as defined by the CDC, have received a COVID-19 booster shot, before the start date.

### **2022 SUMMER SEASON DATES AND TIMES:**

- Monday - Friday
  - o Preseason: May 2 - June 24, 2022, 8:00 AM - 4:00 PM (as needed)
  - o Camp Season: June 27 - August 19, 2022, 7:00 AM - 4:00 PM, closed July 4.
  - o Post Season: August 22 - September 2, 2022 - 8:00 AM - 4:00 PM (as needed)

### **COMPENSATION AND BENEFITS:**

- \$15 per hour
- Usdan summer camp tuition discounts for school aged dependents of faculty.
- Workshops in subjects like yoga, ceramics, and archery with other faculty and staff, if offered.

### **TO APPLY:**

- Please apply through our online application: <https://www.usdan.org/employment>
- PDF files are preferred attachments. No phone calls please.

**USDAN CENTER FOR THE CREATIVE AND PERFORMING ARTS A/K/A USDAN SUMMER CAMP FOR THE ARTS IS AN EQUAL OPPORTUNITY EMPLOYER AND IS COMMITTED TO CREATING AN INCLUSIVE ENVIRONMENT FOR ALL EMPLOYEES. WE WELCOME APPLICANTS FROM DIVERSE BACKGROUNDS TO APPLY THEIR UNIQUE BACKGROUNDS, PERSPECTIVES, SKILLS AND TALENTS TO FOSTER AN OPEN, COOPERATIVE, AND DYNAMIC ENVIRONMENT WHERE EMPLOYEES AND USDAN ALIKE CAN**

# USDAN SUMMER CAMP FOR THE ARTS



**THRIVE. ALL EMPLOYMENT IS DECIDED ON THE BASIS OF QUALIFICATIONS, MERIT, AND BUSINESS  
NEED.**