

May/June Keats Staff Job Description

Keats Camps is looking for individuals to work on-island for 8 weeks (May 1-June 23). Responsibilities include camp maintenance and preparation, accommodating rental groups, and some summer program and administrative tasks.

This is a full-time on-island position that includes room and board. Schedule includes most weekends to accommodate rental groups.

What you can expect:

- **Maintenance and Preparation:** Reporting to the Facilities Manager
 - Prepare facilities for summer camp and rentals
 - Landscaping - lawn care, wood chipping, pruning and removing excessive growth
 - Trail and grounds maintenance
 - Assist with supply runs
 - Ensure facilities, cabins, and property are kept clean and maintained
 - Work with and participate in the projects and needs of volunteer work parties
 - Complete projects assigned by Facilities Manager

- **Rental Camps:** Reporting to Kitchen Manager & Facilities Manager
 - Setup, serve, and cleanup meals for groups
 - Occasional food preparation
 - Setup activities as needed - Archery, canoeing/kayaking, etc.
 - Clean cabins after groups depart

- **Other:**
 - Assist with summer programming needs and preparation
 - Administrative tasks

- **Experience & Qualifications:**
 - Physically able to perform manual labor
 - Good communication and teamwork skills
 - Able to work independently

If you are interested please email a one page cover letter indicating your interest, experience, and why you would be a good fit to jordan@keatscamps.com