



JOB POSTING

POSITION:	MAINTENANCE ASSISTANT
REPORTING TO:	PROPERTY MANAGER
JOB TYPE:	FIXED TERM CONTRACT, NON - BARGAINING (SEASONAL)
POSTED DATE:	FEBRUARY 10, 2022
APPLICATION DEADLINE:	UNTIL FILLED
EXPECTED START DATE:	APRIL 4 TH , 2022
CONTRACT END DATE:	AUGUST 31 ST , 2022
LOCATION:	TORONTO

ABOUT CHILD DEVELOPMENT INSTITUTE

CDI is a leading children's mental health agency in the City of Toronto offering a range of services to approximately 3,500 children ages 0-12, youth ages 13-18 and their families each year. Our mission is to promote and support the healthy development of children and to strengthen the families and communities in which they live. We provide four streams of service to families in need: early intervention, family violence, healthy child development and specialized mental health services for children and youth with learning disabilities.

ABOUT TOWHEE

Camp Towhee/Towhee Summer Therapeutic Program treats youth with Mental Health issues complicated by Learning Disabilities. Located in Haliburton, Ontario, Towhee positively changes the trajectory of kids and staffs lives. This will be one of the most rewarding, magical and hardest places you will ever work.

POSITION SUMMARY

CDI is seeking a **Maintenance Assistant**, to join our dynamic **Camp Towhee team**. The successful candidate should be a self-motivated and dependable individual with experience in property maintenance and related physical skills, and a passion for creating a safe and functioning environment for staff and campers alike. Under the direction of the Property Manager, the Maintenance Assistant will be responsible for helping to keep camp running smoothly, which includes maintaining camp facilities, assisting with building projects, and assisting with daily cleaning and laundry.

DUTIES & RESPONSIBILITIES

1. Perform general clean-up of all facilities.
2. Assisting with cleaning washroom facilities of campers and staff
3. Assisting with camper and staff laundry using our on-site laundry facilities
4. Restock paper products and soap
5. Sweep and mop the dining hall after breakfast and lunch
6. Collect and dispose of all garbage and recyclables
7. Assist the property manager with camp-wide work projects and jobs.

MINIMUM QUALIFICATIONS AND SKILLS

- Minimum 1-year experience in property maintenance
- Experience in a similar role
- Competency with hand and power tools
- Experience working within a camp environment, strongly preferred
- Must be familiar with cleaning products.
- Strong customer service orientation and skills.
- A valid G Driver's License
- Current Standard First Aid and CPR-C
- Must have a current and valid police records check with vulnerable sector screening
- Demonstrated ability to work in a respectful and aware manner with groups from diverse background and experiences.

WORKING CONDITIONS

- Governed by concurrent and dynamic deadlines, despite conflicting priorities and frequent interruptions.
- Fast-paced work environment.
- Some interaction with Towhee campers and visitors, and frequent interaction with Towhee staff and contractors.
- Regular to frequent requirement, and as needed, to help lift heavy objects, and engage in the physical activity related to maintenance including bending, stooping, stretching, squatting, pushing and pulling, sitting, walking, climbing stairs, and move a minimum of 25 pounds.
- Noise level can be moderate to loud.

COMPENSATION: Towhee offers competitive camp salaries, which include room/board, and are subject to applicant qualifications and previous experience

APPLICATION INSTRUCTIONS:

Please complete the Online Application located at (<https://www.childdevelop.ca/towhee/staff/staff-application/>) AND submit your chronological resume via e-mail to:

Child Development Institute

Human Resources

E-mail: hwenban@childdevelop.ca and careers@childdevelop.ca

Thank you in advance for your interest. However, due to the volume of resumes received, only those candidates selected for interviews will be contacted.

DIVERSITY AND INCLUSION:

Child Development Institute is an Equal Opportunity Employer. We value inclusivity & diversity in the workplace. We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to,

- *First Nations, Métis and Inuit peoples, and all other Indigenous peoples;*
- *members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;*
- *persons with visible and/or invisible (physical and/or mental) disabilities; and*
- *persons of marginalized sexual orientations, gender identities, and gender expressions.*

We recognize that many of these identities intersect and that therefore, equity, diversity and inclusion can be complex. We value the contributions that each person brings, and are committed to ensuring full and equal participation for all in our community.

ACCOMMODATION:

Child Development Institute is committed to creating an accessible and inclusive organization. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Ontario Human Rights Code (OHRC). Child Development Institute will provide accommodations throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please notify Human Resources of the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.

All applicants are advised that offers of employment are contingent upon the successful completion of a Vulnerable Sector Check.

Note: All CDI employees are required to be fully vaccinated as a condition of hire in accordance with CDI Mandatory Vaccination Policy.