



YMCA-YWCA
of the Central Okanagan

*We build strong kids,
strong families,
strong communities.*

Job Title: MAINTENANCE CARETAKER VOLUNTEER
Shift: Mornings, Afternoons, Evenings, or Weekends
Working With: Y Staff, Y Patrons, Y Volunteers, and Independently

Join the Y to be fulfilled, be inspired and make a difference every day...

We are seeking a **Maintenance Caretaker** who is friendly, resourceful, well-organized, and enjoys working with their hands and would love giving time at our H2O Adventure and Fitness Centre for the YMCA-YWCA. If that sounds like you, then this is your ideal place to help build strong kids, strong families, and strong communities.

The YMCA-YWCA of the Central Okanagan is a trusted, responsive charity that has been a part of our community for almost 30 years. The Y is committed to building strong kids, strong families and strong communities and strives to weave the core values of caring, honesty, respect and responsibility into all of our programs including: health, fitness & recreation, child care & day camps, youth leadership, employment, education and training, community outreach and international development. Y programs provide experiences to over 20,000 people per year in the areas of fitness, childcare, employment and aquatics with 43% of them being children & youth.

This position will work closely with our Building Operations Team Leaders and will be responsible for performing maintenance duties such as lock maintenance, fitness equipment preventative maintenance and assisting building staff with projects. Our goal is to provide a facility that allows individuals to have a smooth, trouble free experience in all areas of our building. Our facilities are open to all to service a diverse population. We strive to create a friendly and welcoming atmosphere for all to enjoy.

Duties & Responsibilities:

- Identify and perform maintenance on equipment to keep it in as new condition.
- Work independently by following direction from supervisors
- Enhance each and every individual's experience at the YMCA-YWCA
- Support and work as part of a staff/volunteer team ensuring excellent customer service.
- Provide leadership and guidance
- Perform other related duties as required by Staff, Supervisors, and Managers.

Knowledge, Skills and Abilities on the Job:

- Promotes Y Values and is a positive role model
- Mechanical background or aptitude.
- Enthusiastic, Encouraging and Motivating
- Adaptable and Creative
- Interest in YMCA-YWCA core values
- Able to follow directions and at times work independently

Competencies:

Commitment to Mission, Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of YMCA-YWCA of the Central Okanagan.

Service Attitude: Identifies needs and wants of members/participants as priority and responds in an effective and timely manner to enhance every person's Y experience.

Relationship Building: Works proactively to develop positive relations with participants, staff and volunteers to encourage personal growth.

Quality: Constantly seeks to improve programs and service to ensure customer satisfaction.

Welcoming: Treats everybody in a friendly and respectful manner while going out of their way to put people at ease.

Safety First: Acknowledges and understands how to manage and educate others of risk and harm reduction.

Initiative: Ability to work independently and to ask for further direction when needed.

Qualifications:

- A Satisfactory Criminal Record Check
- Successful Completion of Reference Checks
- In an attempt to maintain our quality service to our members and community we request a minimum commitment of one shift per week whenever possible for at least 6 months continued service. This allows us to build schedules and offer additional programming to our community.

Our Commitment to our Volunteers:

As a volunteer with the Y family, we offer you a rewarding and fulfilling environment, opportunities to gain valuable experience, skills, training, and certifications. In addition, we want our volunteers to have:

- Meaningful volunteer experiences in a safe and secure environment
- A place in a supportive, caring, professional team
- Free child minding (when available) for your children while you volunteer for the Y
- Regular opportunities for volunteers to provide input and suggestions, both informally and through volunteer surveys
- Formal YMCA-YWCA orientation and training for all volunteers
- The opportunity to participate in YMCA Canada training programs
- Volunteer appreciation events
- Being a part of a broad mix of people who bring diverse perspectives and talents to the YMCA-YWCA of the Central Okanagan
- An interdisciplinary culture that allows volunteers to explore different jobs through our various Core Programs and Departments
- Volunteers can also receive free certifications in First Aid and CPR-C
- Fitness evaluations and course cost reimbursement for Y Volunteer Fitness Instructors (please inquire for further details)
- Advance your skill set, experience, and references to improve your resume
- Build confidence and valuable training for future employment

To learn more about the YMCA-YWCA of the Central Okanagan, visit our website at www.ymca-ywca.com.

To experience the rewards and joys of giving...

Contact us to find out how you can become a Y Volunteer:

H2O Adventure + Fitness Centre
YMCA - YWCA of the Central Okanagan
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Kelowna BC V1W 4Z1
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