



# LAKE BEAUTY BIBLE CAMP

**Volunteer Position:** Housekeeping Team Member

**Organizational Relationships:**

- Directly reports to Summer Staff Housekeeping Team
- Reports to Program Director

**Position Overview:**

The Housekeeping Team is responsible for assisting in all regular housekeeping duties. The Housekeeping Team accomplishes this by performing a regular cleaning schedule and restocking supplies as needed.

**Volunteer Tasks:**

- Complete daily and weekly housekeeping rounds for all areas employed for summer programming.
- Refill housekeeping supplies as needed and notify staff when supplies are low.
- Communicate maintenance needs to the Maintenance Team.
- Assist in setting up and cleaning the dining hall for each meal.
- Assist with other volunteer projects as time allows.
- All other duties as needed.

**Desired Knowledge, Skill, and Ability:**

- Ability to efficiently perform housekeeping duties for a prolonged duration of time
- Ability to effectively manage time to meet daily and weekly housekeeping deadlines