



---

# Lake Francis Resort and Camp Rockin' U

## *Job Description*

Job Title: Security  
Incumbent:  
Classification: Seasonal  
Reports to: Resort Managers

### **Position Purpose:**

Maintenance and repair of the resorts buildings, grounds, equipment and other facilities consistent with the mission and established policies and procedures.

### **Essential Job Functions:**

1. Maintain overall safety of resort grounds
  - a. Enforce quiet time hours
  - b. Be aware and make necessary changes to hazards found on resort grounds.
  - c. Diffuse and de-escalate guests when necessary
  - d. Utilize sound judgement on when to call appropriate help, including sheriff, fire department, ambulance, etc.
2. Assist Guests after hours
  - a. Assist with guest needs after hours
  - b. Make minor repairs as needed to facilities, especially after hours
  - c. Delivery of wood and other items after hours
3. Dispose of trash and waste at appropriate trash and refuse sites
  - a. Manage recycling

### **Other Job Duties:**

- General maintenance
- Attend applicable staff meetings and applicable trainings
- Maintain clear and positive written and verbal communication with all resort staff
- Uphold a high standard of customer service
- Ongoing problem solving
- Assist with onsite emergencies

### **Relationships:**

Creating and maintaining positive relationships with Resort Directors, Resort Staff and Guests

### **Equipment Used:**

- Golf cart
- General maintenance tools may need to be utilized

### **Qualifications:**

- A high school diploma or its equivalent or two years of experience in a facility and site maintenance, construction, or grounds keeping business.
- Valid and current driving license.
- Must be able to pass a background check
- Current certification in first aid and CPR.

### **Knowledge, Skills, and Abilities:**

- Knowledge of de escalation tactics in compliance with Lake Francis Resort's Mission, Vision, and Values
- Ability to work on a team, relate to and work well with others.
- Ability to accept guidance, direction, supervision and feedback
- Ability to work independently

### **Physical Aspects of the Position:**

- Ability to understand and implement safety regulations and procedures
- Ability to walk, stand, bend, stretch, stoop,
- Ability to lift, up to approximately 50 pounds, and occasional lifting of equipment weighing up to approximately 75 pounds may be required.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the resort operation.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist in an emergency (fire, evacuation, illness or injury).
- Ability and willingness to work in an outdoor setting and outdoor environment including heat, cold and other elements
- Willing to work irregular hours and weekends