

WORLD FELLOWSHIP CENTER

P.O. Box 2280
Conway NH, 03818
www.worldfellowship.org

Position: Swing Staff

About The Organization:

WFC is an intergenerational, educational, rustic retreat center in a camp-like environment that promotes peace and focuses on social justice programming. It is set in the spectacular natural beauty of New Hampshire's White Mountains. Since 1941, World Fellowship has been a hub of progressive activity in the Northeast and a space for brave and challenging conversations; a multigenerational vacation destination that offers regeneration of mind, body, and spirit beside a pristine woodland lake in the shadow of Mount Chocorua.

Mission and Vision

World Fellowship Center promotes social justice and connections between people, communities, and nature through education, recreation, and creative expression. We envision a world where people are deeply rooted in their shared humanity and the pursuit of justice.

World Fellowship Center is an equal opportunity employer - we encourage and celebrate diversity in all forms and are committed to holding a healthy, brave, collaborative space for staff and community.

Position Summary:

The Swing Staff is responsible for performing as a crew member in any department at WFC, based on need. Each staff member will be given certain responsibilities to become proficient in, but may be asked to substitute into new and different as required for daily operations. Swing Staff are supervised by the Staff and Volunteer Coordinator. The Swing Staff contract is from mid June- mid September. Priority is given to candidates who will be available for that entire window.

Swing Staff Responsibilities:

- Work in the following departments as assigned: Housekeeping, Buildings and Grounds, Office, Dining Services, Dishroom, and Children's Fellowship (for a deeper understanding of each department, please see individual job descriptions)
- Work a 5-6 hour shift six days per week, including night and weekend hours
- Engage in activities with a service-oriented attitude and an openness to learning and growth
- Attend and participate in weekly staff meetings
- Additional duties as assigned
- Work in Housekeeping and/or Dishroom as assigned.

Housing Keeping Responsibilities:

- Perform cleaning duties in all visitor areas and rooms - wipe surfaces, tables, door handles and light switches. Clean bathrooms, make beds, do laundry, sweep and mop common areas, take out trash and compost.
- Ensure housekeeping departmental standards are followed.
- Follow all safety and sanitation protocols.

Dishroom Responsibilities:

- Set up and maintain clean dish stations. Turn on/off dish cleaning machines.
- Wash all wares including pots, pans, flatware, and glasses, by hand or using dishwashers.
- Correctly place and store clean equipment, dishes, and utensils in assigned storage areas.
- Stock serving stations, cupboards, and other assigned areas with necessary dishes and utensils.

Qualifications:

- Willingness to step into unfamiliar roles when necessary and challenge one's own comfort zone
- Flexibility and adaptability
- Ability to work well with different personalities and leadership styles
- Alignment with World Fellowship's mission and vision and a desire to work alongside a team striving for a more just world
- Strong communication and collaboration skills
- Ability to receive feedback while remaining collected and approaching interactions with a desire to problem-solve
- Time management skills and a desire for efficiency
- Ability to move across campus, indoors and outdoors, multiples times per day including frequent stair use
- Have a current COVID-19 vaccine and booster
- Good humor, patience, and grace

Desired Skills and Qualities:

- Foodservice and/or hospitality experience

Compensation:

\$15-\$20 an hour, depending upon experience.

2022 is an exciting year for WFC! We hope to have a team that is as committed to the social justice mission of the organization as we are.

Application Instructions:

Email hire@worldfellowship.org with a resume and brief statement on why you are interested in working with us!