



COE COLLEGE

Staff Job Description

Knowledge, Skills and Competencies:

Position Specific:

- Basic maintenance experience – i.e. painting, light carpentry.
- Small engines – knowledge of generator maintenance preferred.
- Experience with all aspects of wilderness camping, including gear maintenance, food preparation, and best practices in health and safety in the field.
- Ability to work independently.
- Communication and cooperation with a small staff and faculty.

Coe Competencies:

- Dedication to the educational mission of a private, residential liberal arts college.
- Ability to maintain positive relationships in a collaborative and diverse team atmosphere.
- Commitment to excellence in service to students and other constituencies, internal and external.
- Demonstrated ethical and responsible decision making.
- Consistent attendance and accountability necessary to meet position objectives.

Working Conditions and Physical Requirements:

- Needs to be able to sit or stand for long periods of time.
- Needs to be able to carry 40 lb. pack as necessary.

12/2019