



Service Title: Custodial Assistant
Department: Wellness & Fitness
Reports to: Wellness Director
Branch: Marshall Family Y

Service Summary: The VOLUNTEER is responsible for maintaining the cleanliness of the Marshall Family Y facility.

Service Requirements:

- Interpret, communicate and promote The Family Y mission, goals and objectives to employees, volunteers, members and the community at large.
- Follow Standard Operating Procedures
- Complete a daily cleaning checklist for the entire facility including activity rooms, floors, bathrooms, and trash.
- Responsible for filling bottles, soap, sanitizers, towels, etc.
- Dust and mop as needed.
- Keep windows and mirrors clean.
- Vacuum wellness floor and sweep group exercise rooms.
- Performs all other duties as assigned.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside their normal responsibilities from time to time as needed.