



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MARSHALLTOWN YMCA-YWCA JOB DESCRIPTION

Job Title: Building and Grounds Worker

Job Code: 2605

FLSA Status: Non-Exempt

Availability: Mon.-Fri. 4:40 am-12:40 pm, possible weeknights and weekends

Status: F/T Hourly

Reports to: Facilities Director, Assistant Facilities Director

Revision Date: 1/5/2026

Leadership Level: Leader

Primary Function/Department: Facilities

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. Building and Grounds Worker is responsible for maintaining safe, clean, and functional Y facilities by supporting preventive maintenance, repairs, cleaning, aquatics upkeep, and grounds care. This role helps ensure facility safety, regulatory compliance, and a positive experience for members and staff while working closely with the Facilities Director.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger, beginning with you.

ESSENTIAL FUNCTIONS:

1. Perform or coordinate preventive maintenance, repairs, and routine inspections across both Y buildings (HVAC, lighting, plumbing, aquatics equipment, fitness equipment, playground structures, and life-safety systems).
2. Assist in maintaining pools and hot tub with daily chemical testing, water adjustments, and monitoring of pumps, filters, and chemical feeders.
3. Support indoor and outdoor cleaning needs, including restrooms, locker rooms, pool decks, spills, high-touch surfaces, and cleanliness checks during peak times.
4. Assist with seasonal and project-based cleaning (deep cleaning, pressure washing, gym floor care, etc.).
5. Support grounds care: playground safety checks, landscaping, snow removal, walkway/parking lot upkeep, and general exterior safety.
6. Ensure facility safety and regulatory compliance by identifying hazards, using proper PPE, and supporting OSHA and local standards.
7. Communicate maintenance needs and project updates to the Facilities Director; provide courteous assistance to staff and members.
8. Other duties as assigned.



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LEADERSHIP COMPETENCIES:

- Critical Thinking
- Decision Making

QUALIFICATIONS:

- High school diploma or equivalent
- 1–3 years building, cleaning, or grounds maintenance experience preferred.
- Ability to troubleshoot issues, work independently.
- Ability to lift up to 75 lbs and perform physical tasks in indoor and outdoor conditions.
- Commitment to safe, inclusive spaces aligned with YMCA values.
- CPR, First Aid and AED certifications required within 30 days of hire.
- Ability and current license to drive with record that meets YMCA standards.
- Familiarity with computers is helpful.
- Ability to respond to safety and emergency situations.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is often required to: climb stairs, bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, climb ladders, walk, shovel snow, plow snow, lift and/or move up to 75 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.
- The work is performed both indoors and out, and may require travel to various locations.
- While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____