



## MAINTENANCE TECHNICIAN

**THE OPPORTUNITY:** Grotonwood is looking for a full-time Maintenance Technician. The ideal candidate should be skilled in some areas of general maintenance, although an enthusiastic individual with limited experience will be considered. The ideal candidate must be able to perform and complete physical maintenance operations of the property. The Maintenance Technician, will help support the Facilities and Maintenance Director on completion of various year-round projects including landscaping, mowing, snow shoveling, facility improvements, painting and repairs and preparations for our summer camp season.

**WHO WE ARE:** Grotonwood is a camp and conference center owned and operated as a home-mission by The American Baptist Churches of Massachusetts. Each year the facility hosts over 180 retreats, day events and weddings. Groups include multicultural faith groups, not for profit organizations, support groups, schools, colleges, and reunions. The organization also hosts a thriving summer camp program, for children age 5-17, and adults with intellectual and developmental disabilities. Grotonwood is nestled along the shores of Lost Lake in Groton MA with 247 acres of beautiful private woodlands. The facilities have undergone a huge transformation over the last 5 years and include a variety of hotel style lodges and rustic cabins.

<b>SALARY &amp; BENEFITS:</b>	\$650 p/w, with on-campus housing and utilities included
<b>REPORTS TO:</b>	Facilities and Maintenance Director
<b>BENEFITS</b>	100% subsidized on-campus housing including all utilities and WIFI, five-weeks Paid Time Off (PTO), end of year bonus, in-season meals, staff workout room, workers compensation for work related accident and injury, community living experience, use of camp vehicles for work related activities, plenty of overtime opportunities

### WORK HOURS & BENEFITS CONTINUED:

- 40-hour work week (typically, Monday - Friday 9AM - 5PM) with the addition of 8x Sundays during summer
- FREE Day Camp tuition for kids living in your household during the summer season
- 20 paid vacation days + federal holidays
- Seasonal meals provided
- Access to the camps facilities and programs
- The successful applicant is offered on-campus housing with utilities included

### AS A MAINTENANCE TECHNICIAN, YOUR PRIMARY RESPONSIBILITIES INCLUDE:

- Maintain the interior and exterior physical condition of our various properties in a polite and professional manner
- Assist in the performance of all maintenance duties including service requests and facility turnover functions
- Reliably handle emergency situations
- Dedicated to our guests and seasonal staff – working to exceed their expectations, resolve any maintenance-related issues, perform work orders in a timely manner, and maintain the property to high standards
- Dedicated to your team – you roll up your sleeves and assist team members—no job is “above/below your pay grade”
- Work with the Facilities and Maintenance Director to maintain the facilities and grounds
- Assist with the supervision and training of seasonal maintenance staff
- Ensure timely completion of assigned tasks
- Adhere to all risk management procedures including the use of PPE
- Ensure facilities are at the highest level of cleanliness and safety
- Report damaged equipment or facilities as needed

**QUALIFICATIONS:**

- Experience in property maintenance (preferably commercial) including Appliance Repair, Landscaping, Electrical, Plumbing, HVAC, Painting, etc
- Willingness to jump in, learn new tasks and systems
- Excellent communication skills, both written and verbal
- 18 years or older, high school graduate
- Polite, friendly with a positive attitude
- Ability to identify unsafe situations and correct them
- Ability to perform repetitive physical work throughout the shift
- Valid drivers' license

**REQUIREMENTS OF THE POSITION:**

- The successful applicant must be willing and able to work some weekends during the summer
- The successful applicant must be able to speak and write English, experience with Spanish desirable
- Able to lift and move heavy equipment and furniture
- Excellent knowledge of the camp facilities and buildings
- First Aid, CPR and AED qualified desirable
- Ability to drive a variety of water craft and desirable
- Ability to drive Engineering or Construction vehicles desirable

**PHYSICAL DEMANDS OF THE JOB:** 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. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. This position requires the ability to occasionally lift camp equipment and janitorial products and supplies, up to fifty pounds.

**EQUAL OPPORTUNITIES, EQUITY AND ACCOMMODATIONS STATEMENT:** Grotonwood actively promotes a culture that is free from bias and injustice. We are committed to removing institutional and systemic barriers that result in oppression and racism. We are and will continue to serve and be accountable to marginalized communities, and for creating equitable and sustainable programs where social and restorative justice is woven into every facet, including our hiring practices.

Grotonwood is a proud equal opportunity employer; We are deeply committed to building a workplace and community where inclusion is not only valued, but prioritized. We are committed to creating an environment where all employees feel included and have a strong sense of belonging. All qualified applicants will be considered for employment without regard to race, color, religion, gender, gender identity or expression, family/marital status, refugee or immigration status, sexual orientation, national origin, genetics, neuro-diversity, disability, age, veteran status, or any other non-merit based or legally protected grounds.

We encourage folks from all backgrounds to apply and join us in our mission of providing a Christian camping experience to ALL God's children. Grotonwood is committed to providing reasonable accommodations to qualified individuals with disabilities in the employment application process. To request an accommodation, please contact Camp Director Breeze Everitt, on 978 448 5763 or by email at [breezee@grotonwood.org](mailto:breezee@grotonwood.org) at least one week in advance of your interview.