THE FELLS MAINTENANCE & CUSTODIAL SERVICES - 2020

Duties include but are not limited to:

- Check property on a regular basis after events:
  - Clean & maintain the organization and condition of the Pavilion, Caterer’s kitchen, bathrooms, storage room and Exhibit space
- Check Pavilion & Main House on a regular basis and report any repairs/painting/needs to Executive Director who will in turn report the needs to the Volunteer Maintenance Team
  - Pavilion Maintenance on continual basis; cleaning, sweeping, power washing of the floors, setting up & taking down of events tables & chairs, etc. both private and Fells
  - Check Pavilion for bird and animal control in the rafters and eaves
  - As necessary, there may be shampooing of all carpets and upholstery in Main House and Gatehouse community room
- Assist with the Pavilion Events & Programming: set up, take down, clean up as necessary
- Help with and understand the putting up and taking down of our Pavilion weather siding
- Do all collecting and transporting of trash to Transfer Station; recycle
- Be a Fells Ambassador

Hours: Seasonal (May – November), part-time position. Weekend hours required along with some evening hours. This is flexible, but requires an average of two to three days per week and 10 hours per week are expected. There is potential for a few added days when services will be needed in November during Christmas at The Fells.

Compensation: based upon credentials and experience of candidate

Availability: Ideally, the applicant would be available by May 1st, 2020

How to Apply: Please send cover letter and complete resume to jobs@thefells.org