Grounds Maintenance Technician
Full-time, year-round exempt status

Summary of Position:

The Grounds Maintenance Technician [GMT] is a full-time year-round position primarily focusing on the upkeep, preservation and repair of campus grounds, utilities, equipment, and vehicles. To accomplish this, the GMT works closely with the Facilities Manager, Operations Supervisor, and the Studios Manager. Additionally, works with the Seasonal Staff and Campus Assistants. The GMT reports to the Facilities Manager.

Competitive salary with standard benefits package, retirement eligibility after 6 months, vacation, and sick leave.

Duties and responsibilities:

- Provide year-round coordination with key Pilchuck Glass School [PGS] year-round staff on day-to-day onsite activities.
- Maintains physical plant, grounds and related machinery, including but not limited to: machine maintenance, pest control, septic system maintenance, tree care, road care, trail care, fence care, water systems and plumbing, concrete, gravel, snow removal, roof and gutter cleaning.
- Prepares all grounds, and vehicles as needed for the program. Closes down and secures equipment, vehicles, and utilities as needed, or when not in use for an extended period.
- Works closely with Seasonal Staff and Maintenance Coordinator during educational programs.
- Manages all grounds-related waste and recycling. Properly disposing of hazardous materials, electronics and batteries, with support from the Studios Manager.
- Facilitates the priorities of projects for scheduled grounds maintenance projects, as established by the Deputy Director and Facilities Manager.
- Provide appropriate assistance on the annual auction and special events as directed by the Director of Development. Work may include preparation and painting of pedestals/walls, organize lighting and tools required for event installation, and removal of artwork. Organize, pack and transportation of all necessary materials.
- Assists Buildings Maintenance Technician on specific projects as determined by Facilities Manager.
- Attends scheduled weekly staff meetings and all other required meetings.
- This role requires flexible hours to ensure work is completed in a timely manner.
- Other duties as assigned.

Required skills:

The GMT must have excellent organizational skills with a capacity to execute tasks with accuracy, consistency, efficiency, with an attention to detail. GMT must maintain a pleasant demeanor and professional work style, with an ability to function professionally in a community setting. This role requires the GMC to work independently and as part of a team with the ability to prioritize and handle multiple tasks under pressure. The GMT maintains a high level of honesty, integrity and confidentiality – along with a sense of humor.
• Knowledge of grounds maintenance.
• Knowledgeable and skilled in safe use and maintenance of hand tools, power tools, and mechanical equipment.
• Computer experience is preferred.
• Maintains a safe and healthy work environment.
• Knowledge of, or willingness to learn, environmentally-mindful cleaning and sustainable practices.

**Education and/or Work Experience Requirements:**

• High school diploma required. Bachelor’s degree or Associates Degree is preferred.
• Minimum 3-5 years of experience in grounds maintenance.
• Must have a valid driver’s license.
• First Aid, CPR, AED certification must be obtained within first 6 months of employment.

**Physical Requirements:**

• Ability to lift at least 50lbs, stand or sit for long periods of time and traverse rugged terrain
• Requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials
• Requires stooping, kneeling, crawling, bending, turning, reaching, climbing, and balancing
• Must work indoors and outdoors year-round in a variety of conditions
• Must work in noisy and crowded environments
• Must be able to talk, listen, and speak clearly with fellow staff, program participants, and visitors

**TO APPLY:**

**Deadline to apply is Monday, March 23, 2020.** Email resume, cover letter, and contact information for 3 references to jobsearch@pilchuck.org. The email subject line should be “**Grounds Maintenance Technician, [Your Name]**.”

**About Pilchuck Glass School:**

Pilchuck Glass School is an international center for glass art education. Our serene campus in Stanwood, Washington, is nestled in the foothills of the Cascade Mountains amidst a working tree farm.

From May through September every year, Pilchuck’s **Summer + Fall Program** offers a series of courses as well as residencies for established artists in all media. Summer sessions vary in length and offer concurrent courses in a variety of glassworking processes for artists of all skill levels. Small classes taught by world-renowned artists and instructors emphasize experimentation and teamwork while fostering individual initiative and expression. Pilchuck also offers **residencies** for both emerging and established artists during the Fall and Spring.

New and experienced artists alike often make tremendous conceptual and artistic progress in their short time at Pilchuck. Combining a deep focus on glass, access to a variety of resources, a picturesque Pacific Northwest setting and an ever-expanding international community of artists, Pilchuck has become the most comprehensive educational center in the world for glass artists.