



Position: Assistant Carpenter

Location: Seal Harbor, Maine

Duration: Non-exempt position, 40 hours per week. Some flexibility in scheduling and occasional weekend duty may be required. All scheduling is subject to the discretion of the Lead Carpenter.

Wage: \$21/hour

Scope of Work: Assistant Carpenter works under the direction of the Lead Carpenter. This position assists all areas of the Preserve with building maintenance projects. The Assistant Carpenter may assist the Lead Carpenter with other, non-building related projects as needed and assigned. The Assistant Carpenter will learn to measure, mark, and cut lumber as desired, to read blueprints and designs to work specifications, and how to select lumber by size and strength to suit the needs of the job. Summer projects include fence construction and repair at Thuya Garden and construction of a tool storage shed at Asticou Azalea Garden. General tasks may include milling rough sawn lumber to smooth and square four sides, installing flooring, roofing, siding, door and window installation, casings and trim, framing, drywall installation and repair, and painting. Most importantly, the Assistant Carpenter ensures that all work is conducted in a safe and efficient process; application of personal protective equipment (PPE), such as eye and ear protection and respirators, will be required. Further, tasks will be performed in accordance with the Preserve's strategic plan, Framework priorities, and in alignment with our vision, mission, and core values.

The nonprofit Land & Garden Preserve offers serenity across 1,400 acres of astonishing natural lands and three breathtaking historic pleasure gardens adjacent to Acadia National Park on Mount Desert Island, Maine. Visitors enjoy our lands by walking a vast network of trails and carriage roads. We steward three top-tier public gardens of wildly different character: The Abby Aldrich Rockefeller Garden, the Thuya Garden, and the Asticou Azalea Garden. Each is a horticultural work of art that reinforces a strong sense of place and contributes to the special wonder of coastal Maine. Our people are among our greatest assets. We proudly employ a dedicated team of talented gardeners and craftspeople with a passion for our mission to conserve and share the beauty of our historic lands and gardens. For more information, visit gardenpreserve.org.

Essential Job Functions:

1. Building Maintenance

- Helps perform scheduled building maintenance projects and repairs.
- Awareness of the impact of methods and materials on environment and seeks to minimize environmental harm.

2. Shop Maintenance:

- Will learn to set up and provide Provides routine maintenance on all carpentry tools.
- Inventories and restocks supplies and materials, as needed.

3. Visitor Services:

- Provides friendly and helpful assistance to visitors at all areas of the Preserve.
- Monitors Preserve facilities for human health and safety.

Examples of machinery, tools & equipment used:

The Assistant Carpenter does not need prior experience using power and hand tools but will be expected to learn to use them safely, comfortably, and effectively. These tools may include table saw, circular saw, miter saw, dust collectors, vacuums, ladders, scaffolding, pneumatic tools, hand saws, hammers, planes, chisels, and other light duty equipment. Tools and equipment will be furnished by the Preserve – the Assistant Carpenter will not be required to bring or provide their own tools.

Qualifications:

- Must be able to follow instructions and safety procedures.
- Valid driver's license preferred.
- Ability to lift equipment and supplies more than 50 pounds.
- Ability to work for extended periods, indoors and outdoors.
- Learning the application of OSHA safety standards.
- Continued knowledge of best environmental practices.
- Ability to work as part of a team and independently.
- Ability to communicate effectively with a variety of people (coworkers, garden staff, Preserve visitors, etc.)

NOTE:

- Although specific skills other than those mentioned above are not required for hire, the willingness and enthusiasm to learn and apply new skills is desirable.
- The Assistant Carpenter may be required to take Basic First Aid & CPR training and will receive certifications upon completion.
- Attendance of carpentry courses is possible.

To Apply: send your resume and cover letter to Jtorsiello@gardenpreserve.org