

APPLEWILD

EST. SCHOOL 1957

Applewild School is looking to hire a full time Buildings and Grounds Crew Member. The position is a 12-month position reporting to the Director of Buildings and Grounds. The school includes 14 buildings on the 26 acre campus in Fitchburg and the school's satellite campus at Devens, MA.

The Buildings and Grounds Crew Member is responsible for the following:

- Maintenance of all school buildings and grounds Including:
 - mowing lawns using a variety of self propelled and ride-on equipment
 - Removal of snow with shovels and power equipment
 - General grounds clean-up, raking leaves, weeding, spreading mulch, etc.
- Maintenance, upkeep, and organization of all school-owned tools and maintenance equipment
- Assisting with all school inspections and emergency drills, and upkeep of all records pertaining to inspections and drills
- Furniture set-ups and take-downs (tables, chairs, etc.)
- Maintenance of the school's faculty residential housing and prepare vacated campus housing for reuse.
- Respond to special projects (Harvest Fair, graduation, summer repairs, etc.) and daily work orders.
- Maintain work areas and the campus in general in safe conditions, alerting the Director of Buildings and Grounds to any unsafe conditions.
- Assisting in the functioning of building systems including mechanical, electrical, fire/life safety, elevators, etc. Knowledge of local building and inspectional codes is preferred.

Required Skills, Education and Experience:

- **A high school diploma or G.E.D**
- 2-3 years' experience in facilities maintenance, preferably in a multi-building, campus like setting
- Strong personal organization skills and ability to multitask
- Demonstrated ability to work well as part of a team.
- Basic carpentry, electrical, plumbing and painting skills.
- Willingness to be "on-call" as needed for emergency snow removal.
- Physical ability to lift and carry at least 50 lbs.

- Physical ability to climb stairs and perform tasks that may include repetitive bending and/or squatting.
- Valid “clean” driver’s license and must clear all background checks(CORI, SORI, fingerprinting).
- • Willingness to learn and grow professionally.
- Desire to work in school environment

Preferred Skills, Education, Training, Certifications

- Familiarity with computerized scheduling systems, or willingness to be trained

About Applewild School

Applewild has been a cherished community institution since 1957 and we are courageously re-imagining ourselves to evolve our programs to offer a compelling and relevant education. We have a main campus in Fitchburg, Massachusetts which is approximately one hour from Boston. We offer preschool through 9th grade, including a small junior boarding program for students in grades 5-9. In 2014 we opened a satellite location in Devens which serves preschool through third grade and is growing. We are additionally sponsoring the creation of a new school called “Foundations at Applewild” which is located on Applewild School’s Fitchburg campus and will serve students in grades two through nine with diagnosed language-based learning disabilities.

We are thankful to draw a broad range of students from over 32 towns and several countries, and well over half of our students receive financial assistance in order to attend. Our core values and competencies lay the foundation for a culture that encourages respect, honesty, compassion, and fairness. Our faculty have invested in their professional growth to create an educational environment that is deeply metacognitive --- our goal is to teach children to be the protagonists in their own educations. At Applewild, we know that once children feel emotionally safe and valued for who they are, then children will avail themselves to deeper and more authentic learning experiences. When considering adult additions to our community, we are very interested in growing our diversity and in diverse perspectives and experiences.

We seek smart, creative, and thoughtful professionals who are interested in trying new things knowing that some failures are intrinsic to cultivating a culture of progress. We are looking for professionals who care deeply about developing the next generation for a future we know will be marked by volatility, uncertainty, complexity, and ambiguity. Intellectual curiosity, cognitive agility, passion, and emotional resiliency are paramount for success. We are a small school so everyone wears multiple “hats” to meet the needs of our community. The School is accredited through the Association of Independent Schools of New England and is a member of the National Association of Independent Schools and The Association of Boarding Schools.

Applewild School is an equal opportunity employer and as such does not discriminate on the basis of race, color, gender, age, religion, national origin, sexual orientation, disability, veteran status, or any other status protected by law. We welcome individuals that add to the diversity and vibrancy of our community. Candidates should send a letter of interest, and resume to Amy Jolly, Head of School to employment@applewild.org (please indicate position in subject line).