Facilities Manager, Year Round
Plymouth, VT

The Opportunity: The Facilities Manager’s focus is the efficient and safe operation of all Farm & Wilderness buildings and infrastructure, provide training and mentorship, and support Work Projects programming at our summer camps. This position reports to the Sustainable Resources Director and will work as a colleague with resource staff. The primary work location for this position is located at the Farm & Wilderness main campus in Plymouth, VT.

In this role you will:

- Oversee the maintenance of all F&W plumbing, mechanical, water (dictated by use and season), electrical systems, and building maintenance. Tasks to include scheduled maintenance, repairs, and purchasing.
- Manage all F&W vehicles (a fleet of 26 vans, trucks, and sedans), in coordination with our Mechanic, Resource Staff and the Sustainable Resources Director. Tasks include schedule maintenance, repairs, safety inspections, registrations, and coordinating State inspections.
- Apply a lens of sustainability and energy efficiency to all work and apply our building standards to all projects while balancing operational needs, helping Farm & Wilderness achieve sustainability goals and reduce carbon emissions.
- Coordination of contractors: assists the Sustainable Resources Director in identifying need for outside contractors, selection, hiring, site coordination and assists as necessary with completion of capital projects.
- Driver Training: lead responsibility to set and manage the policy that all staff undergoes to be approved F&W Drivers, including leading seasonal staff driver trainings
- Coordinates and performs snow removal during the winter season as needed
- Ability to see how their work relates to larger organizational goals, including youth development. Assists with the seasonal work projects training program in preparation for summer and provides ongoing support to ensure their success.
- Supervise: Resource Staff, Mechanic, and Interns (Crew) as required, mentoring, and developing their skills.

Additional Responsibilities:

- Assist with management of F&W special events: for events such as the Fair, Spring Planting, Fall Harvest, Ice Cutting, etc.
- On a rotating basis be available on call for emergencies.
- Attend Staff meeting, participate in cross departmental teams and Perform other relevant duties as assigned
- Complete status reports as requested
Desired Education and Experience:
- Experience in one or more of the following: mechanical systems, electrical, carpentry, automotive, plumbing, small water system operation
- Proficiency with Microsoft Office: Excel, Word, and Outlook
- Professional character that is consistent, capable, self-directed, well-organized, flexible, personal, and can maintain composure in a changing environment
- Respectful, clear, and patent interpersonal communication skill set that allows for collaborative work as part of an inter-departmental team
- Ability to prioritize assignments and deal with multiple projects; follow a roster of daily tasks while practicing judgment when interrupted
- Develop a keen awareness of and respect for the values of F&W and its constituents
- Experience providing instruction or program development— or desire to instruct, train, education.
- Associate degree or other technical training

Compensation and Benefits:
In addition to competitive pay, Farm & Wilderness offers the opportunity to be part of a dedicated team who believe in the power of experiential education. In support of our staff and their families, we provide comprehensive top-notch benefits and an array of special perks. Full-time, year-round staff can enjoy:
- Medical, Dental, and Vision insurance, and a Flexible Spending Account available at start of employment.
- Traditional and Roth 401(k) plan with employer matching
- Employer-paid life and AD&D.
- Paid vacation and sick time; 12 paid holidays
- Tuition Discount for children enrolled in camp programs
- Housing may be available for this position.
- And much more!

Organizational Summary:
Farm & Wilderness Foundation (F&W) is a non-profit, educational organization operating eight summer camp programs for children and teens, a family camp, retreat rentals, and a conservation organization. Encompassing property over 1,500-acres in the Green Mountains of Vermont, F&W programs are rich in adventure, community, and a spirit that fosters individual connections with the natural world. While each camp and initiative provide unique programs addressing age and interests, all F&W activities are shaped by Quaker principles and the common belief that individuals and communities are strengthened by justice, honesty, self-reliance, diversity and respect for all persons. In 2018, F & W joined forces with the Ninevah Foundation to manage the conservation of more than 3,300 acres of land and water in the Lake Ninevah valley. People of any race, background, religion, sexual orientation, gender, or economic status are encouraged to apply to join our community as campers or staff. To learn more about F&W please visit: http://www.farmandwilderness.org

To Apply:
Please email a resume and cover letter to Julie Sanderson at julie@farmandwilderness.org subject line “Facilities Manager”.