



FARM & WILDERNESS

**Facilities Manager, Year Round
Plymouth, VT
Salary Range: \$55,000-\$57,000**

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

Essential Functions

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

In this role you will:

- Oversee the maintenance of all F&W Buildings and grounds including the plumbing, mechanical, water, and electrical systems. Tasks include scheduled maintenance, repairs, and purchasing.
- Coordinate lawn mowing schedule and labor with camp schedules.
- Manage all F&W vehicles (a fleet of 26 vans, trucks, and sedans), in coordination with our Mechanic. Tasks include scheduled maintenance, repairs, registrations, and 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 in identifying the need for outside contractors, selection, hiring, site coordination, and assists as necessary with completion of capital projects.
- Driver Training: responsibility to set and manage the policy that all staff undergo to be approved F&W Drivers, including leading seasonal staff driver training
- Assists with the coordination and removal of snow during the winter season as needed.
- Ability to see how their work relates to larger organizational goals, including youth development, farming, and rental groups. 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.

Qualifications Required

- Demonstrated experience in construction and facilities maintenance skills
- Work as a team leader with staff and youth to achieve departmental and organizational goals.
- Willingness to model F&W Values
- Able to prioritize and manage a full and diverse workload (including weekends and holidays) and take initiative in changing situations
- The ability to travel daily to the F&W year-round as schedule requires
- Demonstrate a willingness to work collaboratively and engage in effective communication that is clear, respectful, patient and collaborative.
- Willing to keep an open mind to ideas and inputs while actively contributing to meetings
- The ability to use or learn to utilize Microsoft Suite: Teams, Outlook, Word, and Excel

- Associate degree or other technical training or several years of relevant experience.

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 benefits. Full-time, year-round staff can enjoy:

- Medical, Dental, and Vision insurance, and a Flexible Spending Account available at start of employment. Employees pay a portion of the premium
- Traditional and Roth 401(k) plan with a 2:1 match up to 6% available at start of employment
- Employer-paid life and AD&D.
- Paid vacation and sick time and 12 paid holidays
- Tuition Discount for children enrolled in camp programs
- **Housing may be available for this position.**

Work schedule

Farm & Wilderness strives to provide a work life balance and we continue to scale staff to support this commitment. The seasonal nature of summer camp and our rental business requires scheduling flexibility. After hours "on call" is occasionally required for this position to provide time away from the property for the Sustainable Resources Director; to address camp, farm, and rental emergencies as well as snow plowing in the winter. A 6-day work week may be required during the ramp up and camp season from mid-June through mid-August. Farm & Wilderness is committed to employee well-being and has a compensatory time policy to ensure staff receive a comp day for every day worked in excess of 5 days per week.

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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. In affiliation with the Ninevah foundation, F&W campus spreads over 5000 acres of land with 3200 of those acres permanently conserved 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. 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: Fill out the online application [HERE](#).