

the *Fresh Air* fund

because a summer can last a lifetime™

BACKGROUND

Since its founding in 1877, The Fresh Air Fund has provided life-changing summer experiences for children from New York City's underserved communities.

Each year, thousands of children experience outdoor summer adventures through visits with volunteer host families and at The Fund's sleepaway camps in upstate, NY. Fresh Air children also participate in academic enrichment and leadership programs throughout the school year.

We believe that investing in a child's journey through life provides an opportunity for young people to learn, grow, and thrive in our city and beyond. The magic of a Fresh Air summer, full of new experiences and new friends, is simple yet transformative.

The Fresh Air Fund is recruiting an experienced Maintenance Technician to work with The Fresh Air Fund's Sharpe Reservation Facilities Management team.

The Fresh Air Fund's Sharpe Reservation has over 2,000 acres of beautiful land with lakes, ponds, streams and hiking trails through the woods. Located in the Hudson Highlands near Fishkill, NY, Sharpe Reservation is the site of The Fresh Air Fund's five summer camps, where 3,000 children get a break from city life each summer.

During the rest of the year, Camp Mariah, and Hidden Valley serve as residential facilities, where each year over 18,000 people from community and school groups as well as Girl Scout troops visit to learn about the environment. Groups also make use of the Sharpe Environmental Center, the Gustafson Planetarium, our high and low ropes courses, and the numerous nature trails across the Reservation. The Sharpe environmental programs enhance school curricula through a hands-on learning experience that can only be achieved in an outdoor setting.

A variety of programming is available to interested school groups including Teams Course, Planetarium, Ecology Classes and Outdoor Living Skills.

FUNCTION

The Maintenance Technician performs general maintenance duties in and around The Fresh Air Fund's Sharpe Reservation and off site at our Camp Junior property, troubleshoots, performs minor repairs and responds to emergency calls for service, implements setup and takedown for a wide variety of summer and off-season events, works closely with employees and the public to meet the needs of our summer and off-season rental programs and resolves problems to ensure efficient and safe operations.

RESPONSIBILITIES

- Perform corrective and preventive maintenance on and for equipment in addition to routine on-going grounds maintenance tasks.
- Essential functions: perform construction maintenance and repair duties on camp facilities and grounds including: automated irrigations systems, domestic water delivery and electrical systems.
- Perform structural maintenance and repair on buildings, including carpentry and framing.
- Perform concrete forming and finishing duties.

- Provide grounds keeping and landscaping duties such as planting, cultivating, mowing, fertilizing, spraying, pruning, vacuuming, and/or blowing grass and leaves.
- Operate a broad range of hand power tools and light to heavy equipment, including mower, dump truck, tractor, backhoe, weed trimmer, and chain saws.
- Perform safety check on assigned camp transportation vehicle. Maintain vehicle condition reports as required by the American Camp Association.
- Comply with organizational regulations and policies through both oral and written instructions and work closely with a team on our almost 2,000-acre reservation. Routine maintenance will include but is not limited to the following duties:
 - Electrical and plumbing repairs
 - Tree maintenance
 - Reservation work (leaf, clean-up, litter and garbage removal, mowing, and weed trimming)
 - Painting
 - Performing building safety inspections
 - Snow removal, and other duties as needed
 - Other responsibilities as required

REQUIRED SKILLS

- At least three years' work experience in
 - Construction
 - Building maintenance that includes experience in plumbing, landscaping, painting, roof, and cement
 - Electrical and grounds maintenance areas OR satisfactory equivalent combination of experience and training
- Applicants must be able to communicate and interact effectively with public officials, staff, and the public in a courteous manner.
- Ability to work in a variety of weather conditions, including heat, rain, cold, and snow
- Outstanding communication skills, written and verbal
- Ability to work successfully with a broad range of personality types
- Highly developed organizational skills and attention to detail
- Will demonstrate flexibility
- Valid Driver's license
- Ability to lift at least 50 lbs.
- Basic computer skills
- Ability to follow oral and written instructions

Applicants should be a high school graduate, possess a valid New York Driver's License, and be open to working a Sunday to Thursday, or Wednesday to Sunday weekly schedule and an alternate scheduled as needed.

The Fresh Air Fund is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations and communities to apply.

All applicants must email a cover letter and resume to Michael Clarke, Director of Sharpe Reservation: mclarke@freshair.org with "Applicant for Maintenance Tech Position" in the subject line. Please no phone inquiries.