



Borestone Mountain Assistant Caretaker

Elliotsville, ME

Maine Audubon is hiring an Assistant Caretaker to join its dynamic team based at Borestone Mountain Sanctuary in Elliotsville, ME. Since 1843, Maine Audubon has worked to conserve Maine's wildlife and wildlife habitat by engaging people in education, conservation, and action.

Position Overview

We are seeking a Seasonal Assistant Caretaker to join our team at Borestone Mountain Audubon Sanctuary in Elliotsville, Maine. The Seasonal Assistant Caretaker reports to the Borestone Mountain Manager and is responsible for assisting with visitor services and building upkeep at Maine Audubon's remote seasonal lodge at Borestone Mountain.

Location

Encompassing almost 1,600 acres in Maine's Hundred Mile Wilderness region, Borestone Mountain Audubon Sanctuary offers a spectacular array of natural features, including rare older forest, three crystalline ponds, exposed granite crags, and sweeping, panoramic views.

A seasonal trailside Visitor Center on the shore of Sunrise Pond includes interactive displays, historical information about the area, and a small Nature Store. In addition, on the shores of Sunset Pond and accessible only by boat or on foot, historic Adirondack-style lodges accommodate rentals for groups of up to 24 people, as well as public nature programs, from June to October. Trails from the entrance offer popular, family-friendly hikes throughout the sanctuary and to the summit of Borestone Mountain itself.

Essential Duties and Responsibilities

- Staff the boathouse area to assist with overnight management operations at Borestone Mountain lodges
- Welcome guests and visitors by providing information and shuttling guests to and from lodges via vehicle and boat
- Prepare lodges for occupancy and clean up after visitor stays
- Perform property maintenance and repairs on a timely basis to ensure a positive guest experience and maintain the quality of the existing structures
- Perform minor administrative functions as needed, such as recordkeeping of repairs, emergencies, etc.
- Assist in the operation of the water chlorination system, fireplaces, and other systems, as needed
- Perform housekeeping duties such as cleaning, garbage removal, etc. to ensure a positive guest experience
- Greet trail users, hikers, and visitors, providing information and direction as appropriate
- Support Nature Store operations and staff, as needed
- Other duties as assigned

Qualifications

- Prior experience working in positions with significant public interaction
- Exceptional customer service skills
- Ability to work an overnight schedule, including weekend nights
- Administrative and recordkeeping abilities
- Mechanical aptitude and experience in carpentry work and buildings maintenance, preferred
- Must possess a valid driver's license
- Must be able to pass a background check

Physical Requirements/ Working Conditions

- Able to lift objects up to 50 lbs.
- Able to hike natural woodland trails
- Able to work outside in all seasons and weather conditions
- Able to climb stairs
- Able to drive passenger vehicles and pickup trucks

Timing, Compensation, and Benefits

- Seasonal, part-time position: 24 hours per week, from mid-May to mid-October
- Salary range: \$17/hour
- Shift may encompass a 26-hour period, 8am to 10am the following day, with 18 hours paid time and 8 hours unpaid sleep time (except in the case of overnight emergencies, for which sleep time is not deducted)
- Housing may be available on site up to three nights per week

To apply: Please send resume and cover letter to ngleason-hart@maineaudubon.org, with “Borestone Mountain Assistant Caretaker” in the subject line. Review of applications will be ongoing with an anticipated start date of May 15. We encourage you to apply even if you don't meet 100% of the requirements but believe that you would be a good fit for this position.

Maine Audubon is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, sex (including pregnancy), sexual orientation, gender identity, national origin, age, disability, veteran status, or any other aspect of identity protected by applicable federal, state, or local law.