



The Putney School
Buildings & Grounds Maintenance Staff Position

The Putney School, a progressive secondary boarding school, has an opening in the Building & Grounds Department starting immediately. Putney is a leader in progressive education and is committed to the ideals of social justice. Our commitment to social justice work is embedded in our stated fundamental beliefs; it is part of our regular work in curriculum design, assessment structures, and professional development to examine, reflect on and promote anti-racist work. The ideal candidate will be eager to participate in anti-racist work and use an inclusive, social justice lens in their work with all students and adults on campus. Building a just and inclusive community is a shared responsibility, and Putney supports all its employees in developing this critical skill set.

Overview:

The Putney School campus is 600 acres comprising farm, woodlands, dormitories for 180 boarding high school students, faculty housing, classrooms and administrative buildings. The Buildings and Grounds Department at the Putney School, led by the Plant Manager and Assistant Managers, is a small, hardworking team that relies on good communication and cooperation to maintain facilities ranging from historic to state-of-the-art.

The maintenance staff must be able to work closely with coworkers, students, faculty and administration and also be self motivated to accomplish tasks independently. Duties may include building repairs, grounds maintenance, snow removal, cleaning, furniture moving, event setup and other assignments depending on the daily operational needs of the school. Maintenance staff work closely with students through the work program and leadership of afternoon activities.

Working Conditions:

This is a salaried, 40 hour per week position. Typical hours are Monday-Friday, 8am-4:30pm; however, flexibility in response to the school's schedule is required and occasionally includes early mornings, evenings and weekends. Work occurs in all seasons, weather, and temperatures. Frequent use of ladders and lifting, often in excess of fifty pounds, is required. Use of tools, power equipment and pickup trucks is routine.

Employment Requirements:

- A strong work ethic
- Dependable and a willingness to support the varied needs of the team
- Eagerness to learn - a diverse array of skills and experience will be considered
- Driver's License
- Ability to work closely with high school students (background check is required)

Full benefits apply, including tuition remission for accepted students and meals.

Please send a letter of interest, a resume, and the names and contact information for three professional references to mdoran@putneyschool.org.