



## Carpenter – Porch Project Lead

*This position description is intended to describe the general nature and level of work being performed by people in this category. It is not intended to be an exhaustive list of all responsibilities, duties and skills required of people in these positions.*

<b>Work Team:</b>	Operations
<b>Reports To:</b>	Operations Manager
<b>Position Classification:</b>	Summer Seasonal Contractor
<b>Length of Service:</b>	4-month commitment

### POSITION SUMMARY

Responsible for the restoration of the log porches on Holden's historic lodges and chalets.

### MAJOR FUNCTIONS (principal duties and responsibilities)

*Specific responsibilities include but are not limited to the following:*

- Specialized construction and restoration of historic log porches, including structural log posts, beams, porch rails, decking & skirting and seismic structural retrofit.
- Responsible for leading a small team of volunteers.
- Collaborate with the Village Carpenter.
- Plan daily work schedules for individual carpenters according to priorities.
- Supervise carpentry shop operations.
- Ensure that stock items, tools, and personal protective equipment are checked and ordered on a regular basis.
- Provide training to staff on the proper use of shop equipment.
- Ensure that all work areas are kept clean, organized, and secured.
- Work with the Executive Directors, Operations Manager and Village Carpenter to determine priorities, prepare special needs orders needs and plan future projects.
- Work with the Operations Manager to maintain an adequate stock of saw logs
- Supervise use of the sawmill to produce cuts of lumber consistent with anticipated project needs.
- Supports a high-level of safety practices.

## KNOWLEDGE AND SKILLS REQUIREMENTS

*Specific knowledge and skills include but are not limited to the following:*

- Minimum of 2-years of professional carpentry experience. Hands-on building experience required.
- Experience in post and beam construction methods; specific experience in log work and historic preservation methods are preferred.
- Excellent project management, communication and people skills are required.
- Ability to work with volunteers of various skill levels.
- Strong attention to safety practices.
- Ability to organize and carry out complex building projects.
- Possessed a commitment to high quality and effective work.
- Able to work independently and to effectively supervise other staff.
- Willing to research, learn and develop additional experience and knowledge as needed.
- Ability to know when to ask for help.
- Physically fit and accustomed to heavy work.
- Attend all weekly operations meetings, staff meetings and monthly safety meetings.
- Knowledge of appropriate safety training for your work area.
- Ability to model careful and safe work habits.
- Assist in the recruitment, welcome, and maintenance of relationships with other volunteers.

**COMMUNITY EXPECTATIONS** (particular knowledge/skills related to living and working in the Holden Village community)

- Enthusiasm for and ability to work in a remote wilderness setting.
- Pledges to work in ways that support and fulfill Holden Village's [Mission, Vision, and Values](#) and commits to the terms of the [Community of Practice Agreement](#).
- Abides by Holden Village's [Community Health Protocols and Practices](#).
- Extends genuine hospitality to all villagers.
- Upholds and works to further Holden Village values of diversity, equality, respect, sustainability, and spirituality as articulated in the [Strategic Plan](#).

## COMPENSATION & BENEFITS

*As a Seasonal Contractor, you are eligible for the following benefits:*

- Monthly salary
- Food (three meals/day)
- Housing & utilities
- Free parking at Fields Point
- Boat tickets commensurate with length of commitment
- Out days commensurate with length of commitment
- Friends & family days commensurate with length of commitment

- Access to amazing hiking opportunities, community events, teaching sessions, art studios and other educational opportunities!