

21 Acres Center for Local Food & Sustainable Living

Visit Us Online: www.21acres.org 13701 NE 171ST ST. Woodinville, WA 98072

JOB ANNOUNCEMENT: FACILITIES MAINTENANCE TECHNICIAN

Reports To: Facilities Manager; Salary Range: \$15 - \$25/DOE; Workweek: Tuesday - Saturday

Who Are We?

21 Acres is a dynamic non-profit educational organization on a campus located in Woodinville, Washington. Our work focuses on supporting and encouraging efforts to build a strong local food system, and we enjoy our jobs in one of the first LEED Platinum certified buildings in the Seattle area. Our staff takes great pride in making mindful choices in everything we do: how we go about conducting learning activities, the way in which we farm, the decisions surrounding what our market sells, and the choices behind food preparation in the kitchen. We are hyper-vigilant when it comes to the three pillars of sustainability and attempt to enact these.

What is the Opportunity?

Do you have experience and expertise with a wide array of facility maintenance skills and enjoy working in a healthy environment with a mix of indoor and outdoor duties? Do you enjoy food, farms and education, and desire to work in a friendly environment centered on all of these? Do you want great benefits including health/dental/vision insurance, 401K, and farm market discounts & perks, as well as tuition assistance? If so, you have found your job! 21 Acres is looking for a skilled technician to join our facilities team for a full-time position (Tuesday through Saturday) requiring basic to advanced building and grounds knowledge.

Regular Duties Day-to-Day on Campus:

- Perform regularly scheduled inspection/maintenance duties for building systems, including HVAC, kitchen equipment, refrigeration, water filtration, composting toilet system, and life safety.
- Complete unscheduled maintenance requests, troubleshooting, and light repairs on campus systems, equipment, and/or furnishings.
- Perform regular vehicle inspections and/or maintenance.
- Document maintenance processes and keep logs of maintenance activities; collect data.
- Occasional light construction to facilitate evolving needs both indoors and outdoors.
- Assist in maintenance of natural water treatment systems such as biodigesters, biofilters, bioswales, and rain gardens.
- Occasional light custodial work.
- Assist with event setup as needed.
- Occasionally operate vehicles, including large delivery trucks, rental equipment (i.e. backhoe, chipper, compactor, etc.) and/or farm equipment. (No commercial license needed.)
- Continue to build your own knowledge about LEED buildings as well as sustainable environments and food systems to effectively communicate about sustainable living and 21 Acres' mission to our guests.
- Occasionally assist with supervision of interns, volunteers and/or volunteer projects, and provide tours, where and when applicable. (soft skills)

- Build effective working relationships with individuals inside and outside the organization. (soft skills)
- Act in accordance with the mission statement; promote and adhere to organization values. (soft skills)
- Exhibit regular and timely attendance, with ability to accommodate occasional irregular work hours. (soft skills)
- Other duties as assigned.

What Are We Looking For?

You must have some experience in one or more of the following skills/trades:

- Commercial building operations & maintenance
- Equipment troubleshooting and/or repair
- Mechanical/HVAC
- Electrical
- Plumbing
- Carpentry
- Construction
- Renewable energy generation
- Refrigeration
- Life safety
- Energy management
- Water management
- Vehicle maintenance/repair
- And/or other related trades

Additionally, you must have:

- Ability to read and understand equipment specifications, wiring diagrams, and/or building plans.
- Knowledge and experience in safe use of power tools (drills, saws, etc.), hand tools, and ladders; commitment to using personal protection equipment when performing these activities.
- Ability to work outdoors with varying and uneven topography, on a roof (with proper safety equipment) and in all weather conditions.
- Strong interpersonal skills and ability to successfully work independently and with diverse teams.
- Strong communication skills; ability to read, write, type, and communicate in English.
- Ability to use Microsoft Office applications.
- Superb attention to detail, problem-solving skills, creativity, initiative, and ability to prioritize tasks appropriately.
- Knowledge, enthusiasm, and representation of the sustainability lifestyle and organization mission.
- Ability to sometimes work in a hectic environment, and be flexible, adaptable, and innovative.

- Ability to lift and carry items up to 50 lbs., unassisted.
- Valid driver license and clean driving record.
- Must pass Washington State Background check.

Preference given for individuals who also have knowledge/experience in:

- Project management
- Building science principles
- Building automation/management/monitoring systems
- Well water systems, pumps, irrigation and/or controls
- IT systems
- Water-conserving irrigation and/or rain catchment
- Waste stream/materials life cycle management/composting
- Google Sketchup or other modeling software

What Can You Expect?

21 Acres is a collaborative work environment of vibrant, passionate people with doors thrown open to greet and educate our community. No two days are the same on our campus!

Working Conditions

The 21 Acres facility is a LEED Platinum certified building that facilitates a learning environment for sustainable and regenerative living. Tours and general work involve maneuvering over unpaved and uneven grounds, some of which is farmland. The work environment has a moderate to high noise level. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position frequently involves mobility between first and second floors, and the outdoors; reaching, bending, grasping, lifting, pulling, pushing, standing, kneeling, squatting and twisting; ability to lift and carry items up to 50 lbs.

Equal Opportunity Employer

As an equal opportunity employer, 21 Acres is committed to the recruitment, retention and development of a diverse, multi-cultural work environment. 21 Acres does not discriminate in employment on the basis of age, race, creed, gender, religion, marital status, national origin, disability, or sexual orientation.

How Do I Apply?

Apply Correctly! The following Application Materials MUST be in **one** PDF document; incorrect formatting may exclude your resume from consideration.

- A detailed cover letter in which you explain how you meet the position requirements and what aspect of a LEED building you will most look forward to working on and/or learning more about, and why.
- Your chronological resume including relevant work experience, skills and education.
- The names and contact information for two professional references in your resume.

Qualified Candidates will be contacted for an initial phone. Send PDF document to: Deb Sternagel, HR Manager, deb@21acres.org

Position open until we have found the perfect candidate.