

## POSITION DESCRIPTION:



### 7: MAINTENANCE: Grounds and Building Handy Person

POSITION TITLE	MAINTENANCE: Grounds And Building Handy Person
HOURS AND DAYS REQUIRED PER WEEK	Flexible hours Monday -Friday between the hours of 10am - 4pm
REPORTS TO	Business and Operations Director Volunteer Coordinator
ROLE/PROJECT OVERVIEW	Maintain the Arts Centre assets and grounds in good order and condition.
KEY RESPONSIBILITIES	<ul style="list-style-type: none"><li>○ Some level of fitness and ability to climb ladders</li><li>○ Handy person skills</li><li>○ Work alone and under direction</li><li>○ Liaise with BAC staff and guests</li><li>○ Manual handling</li><li>○ Attention to detail</li><li>○ Gardening skills</li></ul>
OUTCOMES AND GOALS	To maintain and repair minor issues that occur from time to time at the Arts centre.
SKILL AND EXPERIENCE	Love of the outdoors and maintenance and repair skills.
TRAINING REQUIREMENTS	Manual handling