



GLEN ECHO PARK

Glen Echo Park Partnership for Arts and Culture

The Glen Echo Park Partnership for Arts and Culture seeks a seasonal **Grounds & Maintenance Technician**. This position is responsible for assisting with the grounds and facilities maintenance duties for the entire site as well as helping with the preparation and execution of events and festivals. Glen Echo Park encompasses 15 buildings occupying 83,000 square feet over 9 acres, including the Dentzel Carousel, Spanish Ballroom and other historic and new buildings utilized primarily by resident arts groups.

Job Title	Job Posting Date	Closing Date
Grounds & Maintenance Technician	Mar 23, 2024	April 19, 2024 or until filled
Department	Reports to (Position)	
Facilities	Facilities and Maintenance Supervisor	

Hours	FLSA Status	Pay Type	Salary Range
Full-time ▾	Non-Exempt ▾	Hourly ▾	\$16 - \$18/hr
Job Type	Benefits Eligible	Remote Work Eligible	Emergency Status
Seasonal/Temporary ▾	Base ▾	No - On Site ▾	Essential - Tier 1 ▾

Work Schedule and Hours

Thursday - Monday, 9 am - 5 pm with a 30-minute paid break and potentially varied or adjusted hours for events. This is a seasonal position for six months, ideally ranging from May 2, 2024 to November 4, 2024. During Park closures, Essential Tier 1 staff are expected to report and work onsite as scheduled, as safety and site conditions allow.

Duties & Responsibilities:

Grounds Maintenance:

- Collecting trash from outdoor receptacles and picking up ground litter, then transporting for disposal
- Supplement the work of landscaping contractor with additional weeding, mulching, pruning or watering as needed
- Keeping pathways clear of leaves and other debris

Facilities Maintenance:

- Perform handyman/maintenance tasks, such as painting and other minor repair/maintenance tasks
- Additional cleaning, such as high dusting, exterior cleaning of buildings, and power washing
- Working with volunteer groups on grounds/maintenance tasks
- Respond to assigned work orders
- Report any observed facilities-related issues to supervisor or through work order system

Event Support:

- Assist in the set up/break down of seasonal tents
- Move tables and chairs as requested
- Assist in the set up, execution and break down of events, including setting up benches, putting out signage and additional trash cans.
- Assist in vendor load in as directed
- Assist with managing the parking lots during events as needed

Supervisory Responsibilities

None

Required Skills & Abilities

- Knowledge of basic principles, equipment, methods and materials used in building and grounds maintenance activities
- Knowledge of and familiarity with the operation and maintenance of hand, power, landscaping and shop tools.
- Basic handyman-type skills (painting, drywall repair, basic electric and plumbing)
- Good verbal and written communication skills in English
- Ability to follow basic written and verbal instructions in English
- Ability to use technology (iPad, cell phone) for work orders and email communication
- Ability to function well in a high-paced and at times stressful environment
- Team player that can also reliably work independently
- Self-motivated with time-management and observational skills
- Performs other related duties as assigned

Education and experience

- High school diploma or equivalent
- At least one (1) year related experience required; 2-3 years preferred
- CPR/First Aid training recommended but can be provided upon employment

Physical and Other Requirements:

- Must be able to lift up to 50 pounds
- Must be able to climb ladders up to 30 feet tall and work from heights
- Must be able to walk or stand on your feet up to 90% of the day while working in a multi-facility environment with extensive park grounds and a variety of facilities both historic and renovated. Many buildings have stairs.
- Ability to work in inclement weather and traverse uneven terrain or terrain of varying grades
- Must be able to work in varying weather conditions
- This is a physically demanding job and staff must be physically able to complete all duties
- Must have reliable transportation to and from Glen Echo Park
- Applicant should be located in the DC metropolitan area and eligible to work in the United States

To Apply

Complete the Application Form [here](#) OR send your resume to jobs@glenechopark.org.

Applicants may be asked to demonstrate their skills or ability to perform the tasks required for this position during the interview process. Employment is contingent on a criminal background check.

About the Glen Echo Park Partnership for Arts and Culture

The Glen Echo Park Partnership for Arts and Culture is a nonprofit organization that manages the programs and facilities at Glen Echo Park, a vibrant arts and cultural center located in Montgomery County. Glen Echo Park is a community of artists, educators, dancers, and performers who share their knowledge and expertise with participants and audiences of all ages and skill levels. The Partnership is dedicated to encouraging public participation in all that the Park has to offer.

Equal Opportunity Employer

The Glen Echo Park Partnership for Arts and Culture is committed to providing equal employment opportunities to all applicants and does not discriminate against any employee or applicant for employment based on race, color, religion, creed, ethnicity, physical or mental disability, sexual orientation, sex, gender identity, family responsibility, pregnancy, genetic status or information, military or veteran status or on any status protected by federal, state or local law.