



*New Beginnings empowers survivors and mobilizes community awareness and action to end domestic violence.*

## **JOB ANNOUNCEMENT**

### **FACILITIES WORKER**

Join a diverse and vibrant community of activists working to end gender-based violence. New Beginnings strives to build a meaningful, welcoming and equitable workplace, inclusive of diverse voices, experiences and perspectives. New Beginnings is an equal opportunity employer. Survivors, people of color and LGBTQ people strongly encouraged to apply

**RESPONSIBILITIES:** Assist with the maintenance, cleaning and stocking of a 17-unit short term housing facility for multi-cultural domestic violence survivors.

**REPORTS TO:** Facilities Manager

**HOURS:** 15 Hours per week. Flexible schedule.

**COMPENSATION:** \$16.00 per hour; paid training opportunities; retirement contribution.

#### **RESPONSIBILITIES**

- ◆ Assist with preparing apartments for occupancy, including basic maintenance, cleaning, and stocking supplies.
- ◆ Occasional grounds maintenance.
- ◆ Assist with contracted repairs, cleaning services, hauling, grounds maintenance and deliveries.
- ◆ Other duties as assigned by the Facilities Manager

#### **REQUIREMENTS**

- ◆ Commitment to the mission of New Beginnings and to the needs to domestic violence survivors.
- ◆ Ability to use supervision effectively to gain support and enhance performance.
- ◆ Ability to work with diverse survivors in a welcoming, supportive, culturally competent manner.
- ◆ Ability to maintain participant confidentiality.
- ◆ Strong organizational skills, attention to detail.
- ◆ Self-motivated, hard-working.
- ◆ Prior experience in maintenance or facilities work a plus.
- ◆ Ability to effectively juggle multiple tasks and problem solve.
- ◆ Ability to work both independently and as a team member.
- ◆ Ability to lift up to 45 pounds.
- ◆ Ability to climb stairs numerous times per day.
- ◆ Some understanding of domestic violence helpful.
- ◆ Willingness to learn about and promote equity and social justice within and outside of New Beginnings.

**Send resume and cover letter detailing experience to [info@newbegin.org](mailto:info@newbegin.org). Open until filled.**

Additional agency information available at [www.newbegin.org](http://www.newbegin.org).