



Nonprofit seasonal retreat seeking hands on Full-time, Seasonal
Head Carpenter

Star Island, a \$4.2 million non-profit organization, with corporate offices in Portsmouth, NH, is looking to add a full-time, seasonal (~mid-April to ~mid-October) **Head Carpenter** to their organization.

Reporting to the Environment and Facilities Operations Manager, the Head Carpenter oversees regular upkeep of island buildings and structures, carpentry operations, and seasonal projects.

Primary Responsibilities

- Ensure reliable and safe maintenance and upkeep of island buildings and infrastructure.
- Respond to work orders, requests for repair, and reported issues.
- Participate in seasonal island start-up and shutdown including system/infrastructure set-up and winterization.
- Develop plans and oversee carpentry tasks and projects for volunteer weekends.
- Instruct, assist, and supervise support staff and volunteers.
- Facilitate compliance with safe workplace standards, state/federal statutes and regulations, and organizational policies and procedures.
- Ensure work areas and grounds are safe, clean, and organized.
- Participate in regular facilities team meetings, tasks, and projects.
- Other related duties and projects as necessary.

Minimum Qualifications/Requirements

- Background, certification, or degree in carpentry, woodshop, or related field; previous carpentry, building, or construction experience.
- Ability to work independently with limited supervision and collaboratively in groups settings.
- Ability to troubleshoot.
- Strong attention to detail.
- Ability to quickly learn complex processes and tasks.
- Safe, cooperative, respectful individual who will thrive in the close working and living quarters of Star Island's remote setting.
- Overnight stay/residency on Island. Transportation to and from the island as well as rustic on-island housing and meals are provided at no cost to the employee.

Compensation & Benefits

- This is a full-time, seasonal (~mid-April to ~mid-October) opportunity. The salary range is \$700-\$750/week, depending on education and experience.
- Transportation to and from the island as well as rustic on-island housing and meals are provided at no cost to the employee.
- Subject to availability and other factors, you may have overnight guests on the island free of charge, up to twelve nights during the conference season. You may have guests beyond these twelve nights at the regular, reduced employee guest rate.
- 1 day paid sick leave/full month worked.



Star Island
Isles of Shoals, NH

About Star Island

Star Island is one of the nine Isles of Shoals located seven miles off the coast of New Hampshire and Maine. Our mission is to hold and administer a wide variety of themed conferences and personal retreats including educational, religious, and kindred purposes consistent with the principles of the Unitarian Universalist Association and the United Church of Christ. Star Island is a unique place. SIC is a place of natural and rugged beauty and each employee is able to share in the experience of Star Island's location and its environment. At work, SIC promotes a culture that stimulates openness, interpersonal communication, professionalism and a high appreciation for process. Employees are recognized for their hard work and the skills they bring to the job.

If you've been looking for work that inspires and engages you, this position may be perfect for you.

To apply, please submit resume, cover letter, and a list of three references to office@starisland.org.

At Star Island Corporation, we appreciate the value and richness of different perspectives and experiences. We constantly strive to be a more diverse and inclusive workplace. We work to make you feel welcomed and engaged as a valued member of the team. We provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, veteran status, or any other characteristic protected by federal, state or local law. In addition, Star Island will provide reasonable accommodations for qualified individuals with disabilities.