

JOB DESCRIPTION – SHOP ASSISTANT

SEASON: mid-May to September end; approximately 40 hours a week. It will include fairly regular weekend work along with occasional evening work. The weekly schedule for shop staff will be determined by the Shop manager.

RESPONSIBILITIES: the main function of this position is to assist both the Shop Manager and Assistant Shop Manager in numerous ways while having the opportunity to gain valuable boatbuilding/woodworking skills. Responsibilities include overseeing the school's shops in a safe, efficient manner, as well as, helping with the maintenance of all the school's facilities, including the dormitories, kitchen, boathouse, and the boats themselves.

Typical duties include:

- Assisting instructors and students whenever necessary and able.
- Setting up the shop classrooms for various courses, i.e. moving jigs & boats, tools, and materials as necessary; keeping the shop clean at all times...
- Maintenance of shop stationary machinery and hand tools.
- Helping with maintenance of dorms, kitchens, boathouse, and other school buildings.
- Overseeing cleanliness of campground & shop restroom facilities.
- Maintaining the campground – emptying trash cans, etc.
- Milling lumber for individual courses, gathering course materials as directed by the Shop Manager.
- Running general errands to lumber yards, hardware stores, boatyards, transfer station, etc.

(over)

QUALIFICATIONS:

A familiarity with woodworking and tools is beneficial. An ability to work positively with others including fellow staff members, instructors, students, guests and visitors. There are many opportunities here to learn a great deal about boats and boatbuilding; to work with a small staff operating a very successful and busy school; and to assist students from all over the world to more fully enjoy their experience at WoodenBoat.

This is a seasonal job and, in no way, guarantees future work at WoodenBoat School.

Compensation includes an hourly wage of \$18/hr. and room & board if needed.