



**Job Title:** Maintenance, Handyman and/or Landscaping  
**Reports to:** Leslie Pape  
**Status:** Volunteer, As Needed

### **POSITION SUMMARY**

If you enjoy working with your hands and have skills for small handyman or landscaping jobs, we could use your help! Our growing facilities have many needs in order to be maintained and beautified. A minimum 6-month commitment is required.

### **ESSENTIAL FUNCTIONS**

- Repair various areas throughout campus (including fixing doors, changing lightbulbs, light painting, moving furniture, etc.)
- Work from a list of needs with independence
- Identify other areas of need for future work
- Report needs for materials or jobs that need more than a volunteer can provide (e.g., noticing termites)

### **QUALIFICATIONS**

- Prior attendance at a Literacy Connects Info Session
- Has maintenance and/or landscaping skills
- Ability to communicate needs with which staff may not be familiar
- Ability to move freely, including lifting, standing, and bending
- Flexible with doing whatever job is needed on a given day

**Hours:** Flexible; individuals might have a set day and time they come in to help, and/or they may be asked to come in for special projects

**Interested? Attend a Literacy Connects Info Session:** <http://literacyconnects.org/volunteering/>

**Still have questions? Contact Leslie at** [lpape@literacyconnects.org](mailto:lpape@literacyconnects.org)

**Website:** [www.literacyconnects.org](http://www.literacyconnects.org)