



## VOLUNTEER POSITION JOB DESCRIPTION

### **Handyman or Handywoman**

**Job Title:** Handyman/Handywoman

**Purpose:** Help maintain the buildings and grounds of the Simsbury Historical Society (SHS) Visitors Center and museum buildings by performing routine maintenance and needed repairs

**Key Responsibilities:**

- Routine maintenance such as painting, carpentry, fixing leaks, repairing broken windows, fixing door hinges and hardware, plaster work, moving furniture and materials, grounds cleanup
- Other chores as needed and assigned by Building and Grounds Committee

**Reports to:** Chairman of the SHS Building and Grounds Committee

**Time Commitment:** Negotiable

**Qualifications:**

- Detail-oriented handyman or handywoman
- Competent using hand and power tools
- Flexible time schedule

**Support:** Building and Grounds Committee

**Dress Code:** Work clothes