



Museum Maintenance Technician

Job Description

Category: Part-time, year round

Pay Type: Hourly

Schedule: 20 hours a week year round; weekend days required in season (May through October)

Direct Supervisor: Curator & Director of Preservation

Description:

The Museum Maintenance Technician (MMT) is a critical part of the Castle in the Clouds team and is responsible for providing specialized cleaning and maintenance services at the historic house museum "Lucknow." Following approved historic house museum cleaning methods, the MMT is responsible for cleaning all exhibit rooms and exhibit displays within the house; he or she performs other specialized cleaning projects as directed by the Curator. Training in historic building housekeeping and museum collections handling will be provided.

Qualifications:

- Highly organized with excellent attention to detail.
- Good problem solving abilities.
- Works well independently and as part of a team; able to follow direction.
- Must be able to work on ladders, lift and carry heavy objects, and be extremely meticulous and careful while working around museum collections.

Primary Duties and Responsibilities include but are not limited to:

- Follow museum housekeeping guidelines as outlined by the Curator, using approved cleaning products, equipment, and methods. Housekeeping responsibilities include:
 - Cleaning historic surfaces, such as floors, countertops, cabinetry, woodwork, ceramic fixtures, tiles, glass, etc.
 - Cleaning staff bathrooms and break space.
 - Occasionally cleaning museum objects and furnishings, under the direction of the Curator.
 - Emergency cleanup and housekeeping, as needed.
- Sanitize high touch surfaces daily – including handrails, doorknobs, window latches, bathroom fixtures and shared staff equipment.
- Assist the Curator with moving collections and furniture as needed.
- Perform weekly, monthly, and annual maintenance checks and maintain associated documentation.
- Empty all trash containers from Castle daily (interior and exterior).
- Maintain and keep organized all maintenance equipment and cleaning tools.
- Ensure that grounds are clean and safe for visitors (including litter, debris, pond clarity, portapottie cleanliness, etc.).
- Other duties as assigned.

Interested applicants should send a resume with references to: Castle in the Clouds Attn: Curator, PO Box 687 Moultonborough, NH 03254 or email to curator@castleinthecLOUDS.org.

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