

**Facilities Intern**

**Position:** Facilities Intern at Coastal Maine Botanical Gardens

**CMBG Mission: The mission of Coastal Maine Botanical Gardens is to inspire meaningful connections among people, plants and nature through horticulture, education and research.**

**Internship Mission:** This internship prepares college students to enter the field of facilities management by providing hands-on experience in a public garden setting.

**Academic/Experiential-Learning Nexus:** Engineering, Trades and Technical Occupations, HVAC, Automotive Technology, Architecture

**Position Summary:**

The Facilities internship offers hands-on experience in many facets of building and grounds maintenance in a high traffic public facility. Under the supervision and mentorship of the Facilities Director, Facilities Intern will have the opportunity to assist in:

* Basic electrical functions: outlets, lighting, temporary power, temporary lighting, modules and relays (irrigation and controllers).
* Basic plumbing: fixtures, drain, toilet, water line, interior and exterior spigots
* Basic carpentry: trim work, shingling (wall and roof), repair, some structural, some finish
* Basic mechanical: electric carts, light equipment (diesel and gas), attachments
* Irrigation, storm water reclamation
* Customer service practices and recordkeeping

This position will provide a great introduction to property management as well as the opportunity to observe site preparation for our new facilities.

**Qualifications:**

The successful candidate must be comfortable and enjoy interacting with the public. Some coursework and/or experience in one or more of the facilities maintenance disciplines is required.

**Summer Schedule:**

40 hours/week, including Saturdays from approximately mid-May to late August. Flexible start and end date. There is an hourly wage for this internship.

**E-mail resume and cover letter to:**

Employment@mainegardens.org or

Coastal Maine Botanical Gardens, Attn: Human Resources

P. O. Box 234

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