Cluny Maintenance Focaliser

Full-time position (35 hours per week) and required to live at Cluny

Salary £17,745/ annum

We are inviting applicants to apply for a staff position within the Findhorn Foundation's Assets team. This role will be Cluny based, but specific project work could require the team member to attend the Park campus and Iona retreat house from time to time. The post holder will report to the Assets operation focaliser.

Cluny Campus houses residents and guests in a nourishing and transformational environment, providing a unique and rewarding living experience, and requiring a commitment to inner work and reflection. Cluny Maintenance holds the role of being the first point of call to address the day-to-day running and upkeep of Cluny, including emergencies. In addition, the post holder is expected to be part of the focus team who ensures smooth running of the campus. We expect the holder of this post to be aligned with the spiritual impulse of the Findhorn Foundation and committed to embody and implement the spiritual core principles in daily life.

The role is open for applicants who have completed Experience Week and feel called to serve the planetary purpose of the Foundation in this role.

Responsibilities include

- Embodying the spiritual principles of the Findhorn Foundation in everyday life and practicing the commitments of the Common Ground.
- Holding the focus and responsibility for ensuring that the Cluny Campus is professionally and efficiently maintained.
- Personally attend to, assist or delegate functions such as: electrical work, plumbing, carpentry, renovating, decorating, flooring, roofing, and central heating maintenance.
- Planning of projects, ordering supplies, and liaising with other departments and contractors.
- Upholding Health and Safety regulations during the undertaking of personal and group tasks.
- To be on call for emergencies.
- Participating in rotas and general management of Cluny as needed

Skills include:

- A strong building knowledge and skill set.
- Ability to undertake manual tasks safely, diligently and with care.
- Ability to work and to troubleshoot problems individually and collaborate to deliver larger projects.
• Good interpersonal and communication skills, verbal and non-verbal.
• Good project management skills including the understanding and management of budgets.
• Good organisational, prioritisation and time management skills.
• Sound judgement and decision-making skills,
• A forward thinking attitude to prevent issues and look for improvements.

Salary:

The salary is £17,745 per annum, you are required to live at Cluny and pay rent.

To apply, please send your CV and cover letter of no more than 2 pages indicating how you fit the requirements, to hr@findhorn.org. Closing date: December 27th 2021. Interviews will be held in January 2022.