Preservation Virginia

Apprentice Craftsperson Job Description

Preservation Virginia seeks an Apprentice Craftsperson who will work with Preservation Virginia's Master Craftsman to maintain the nine historic properties owned by the organization. The properties range in location from Hanover County (Scotchtown) to the City of Virginia Beach (Cape Henry Lighthouse) and range in age from 1607 (Jamestowne) to 1835 (Tucker Brothers' Store).   The preservation services staff is also hired out to perform "fee for service" projects on historically significant structures throughout the state. Work is directed by the Architectural Conservator, who manages the properties (grounds, buildings, MEP, conservation) and serves as the project manager for all conservation work.

The successful candidate will support the mission and vision of Preservation Virginia and will report directly to the Master Craftsman. Most non site-specific work is completed at Jamestowne or Bacon's Castle, where the workshops are located.

Full-time position, salary commensurate with experience

Qualifications

General:

- Must arrive to work on time and ready to work
- Basic computer and digital camera skills
- Required to follow Federal, State, and local building codes and regulations
- Ability to analyze situations accurately and adopt an effective course of action
- Ability to estimate required skills, material requirements, tools, and equipment needed to complete a wide range of jobs
- Desire to acquire institutional knowledge, namely the preservation history of each structure
- Attention to detail in work- manufacture and install
- Perform duties effectively, timely, and without supervision
- Detailed and accurate oral and written communication skills including creating and maintaining records
- Critical thinking skills for diagnosing building problems
- Understand and follow oral and written directions
- Must adhere to ALL requirements in the Employee Handbook
- Must adhere to a schedule with the possibility of working beyond the normal 8 hours per day

Preservation Skills:

- Excellent manual dexterity
- Knowledge of, and an interest in, historic structures and traditional building techniques
- Must possess experience and knowledge in historic construction technology, techniques, materials, equipment, and tools related to masonry and carpentry
- Paint and plastering skills
- Knowledge and experience constructing, installing, maintaining and repairing woodwork
- Ability to understand architectural drawings, schematics, shop drawings, and blueprints
- Effectively and safely operate a variety of tools and equipment used in the skilled carpentry trade
- Conduct work with the utmost safety in mind including wearing personal protective equipment (PPE) which is required for every job
- Knowledge of the Secretary of the Interior's National Historic Preservation Act Section 106 regulations

Interpersonal Skills:

- Ability to listen effectively and take direction as well as be self-motivated
- Maintains open and clear communication with the Master Craftsman and Architectural Conservator
- Ability to foster a cooperative and positive work environment
- Interpersonal skills using tact, patience, and courtesy
- PHYSICAL DEMANDS/ WORKING CONDITIONS:
- Work in extreme conditions inside and outside
- Work safely from a ladder, scaffolding, or lift at varying heights
- Lift heavy objects
- Knowledge of safe erection and use of scaffolding
- Regular exposure to fumes, dust, odors, heights, and loud noises
- Standing, sitting, bending, and/or crouching for extended periods of time
- Reaching overhead, above the shoulders, and horizontally
- Lifting, carrying, pushing, and pulling object(s) weighing up to 75 pounds
- Ability to recognize hazardous situations

Minimum Qualifications

- High School Diploma or equivalent
- Carpentry coursework desired
- 3 years carpentry experience desired

- Masonry experience with historic mortar types and repointing skills
- Valid Driver's License; provide own transportation and be able to travel throughout the state
- Willing to be subjected to a background search