

# **Arthur R. Marshall Loxahatchee National Wildlife Refuge**

*10216 Lee Road, Boynton Beach, FL 33473*

**Volunteer Coordinator Contact: [Maria\\_Perez@fws.gov](mailto:Maria_Perez@fws.gov)**

## **Volunteer Job Description for Maintenance Assistant**

### **Position Purpose**

Assist refuge maintenance crews to maintain lands, trails, facilities, and equipment in safe and fully functional condition to support public use and refuge operations.

### **Duties**

- Maintain grounds thorough mowing, weed whacking, and litter cleanup including emptying trash cans
- Maintain facilities, roads, and infrastructure through general upkeep and repairs
- Repair and maintain boats, vehicles, and equipment
- Operation of hand and power tools
- Trail and grounds upkeep, such as tree trimming, trail maintenance, mowing grass, clearing brush, and weed control through mechanical and chemical applications
- Work must be conducted in a safe manner at all times

### **Qualifications**

- Basic understanding, interest, and appreciation for the preservation of natural resources
- Use of common hand tools
- Use of basic powered equipment like mowers and string trimmers
- Knowledge of basic construction/maintenance techniques
- Good communication skills and a positive attitude

**Training:** Training for this position will be provided by a refuge staff member.

**Work Environment:** Can be physically demanding – Heavy lifting, work stooping, bending, kneeling, standing, and ladder use is required; often working outdoors in remote areas with potential for extreme heat, cold and insects.

**Time Commitment:** Minimum of four hours per week.

**Age Requirement:** You must be 18 years old or older to be a Maintenance Assistant. You must be at least 18 years old and successfully complete a Defensive Driving Training to drive a refuge vehicle.