



2026 Job Title and Description: Seasonal After-Hours Janitor

FLSA Status: Seasonal, Part-Time, Hourly, Non-Exempt

Supervisor: Housekeeping Manager

Work Location: Schoodic Institute's campus within Acadia National Park, Winter Harbor, Maine

Position Summary:

Under the direction and supervision of the Housekeeping Manager, the After-Hours Janitor will maintain campus facilities to the highest professional standards. This hands-on role is critical to the guest and staff experience, requiring a dedicated physical presence during our peak season (April–November).

Assignments follow established procedures to ensure all campus facilities remain clean, safe, and welcoming. While tasks are generally recurring, the role requires adaptability to meet the needs of fluctuating campus events, conferences, and research activities.

As a key and visible member of the operations team, you will provide exceptional service and represent Schoodic Institute professionally when interacting with guests, staff, and National Park Service partners.

This is an event-driven position. Schedules are developed based on the campus booking calendar and primarily include late afternoons, evenings, and weekends.

Primary Responsibilities:

- **Janitorial Services:** Provide high-quality cleaning for campus auditoriums, offices, classrooms, labs, and the Welcome Center during evening shifts.
- **Public Spaces:** Maintain high sanitation standards for all public restrooms and high-traffic common areas used by staff and guests.
- **Surface & Floor Maintenance:** Vacuum, sweep, and wash floors; wipe down desks, countertops, and reception areas to ensure professional presentation.
- **Entryway Upkeep:** Clean windows, doors, and entryways to maintain a welcoming campus environment.
- **Waste Removal:** Efficiently collect and dispose of trash and returnables across all assigned buildings.
- **Supply Stocking:** Monitor and restock janitorial closets with paper products and cleaning chemicals, alerting management when inventory is low.
- **Property Upkeep:** Perform light maintenance tasks (e.g., replacing light bulbs) and report facility deficiencies or broken items to the Housekeeping Manager.
- **Safety Compliance:** Adhere to all safety standards and precautions, ensuring compliance with SDS and OSHA regulations.
- **Lost & Found:** Promptly notify management of any items found in public or office spaces.

Qualifications:

- **Experience:** Commercial janitorial experience with the ability to work in a variety of spaces is preferable
- **Reliability:** Must be a punctual, dependable team player with a commitment to providing outstanding service to all guests.
- **Autonomy:** Ability to follow detailed instructions while working independently with minimal supervision
- **Adaptability:** A proactive learner with a willingness to acquire new skills and adapt to changing campus needs.

- **Mobility:** Must possess and maintain a valid Driver's License to navigate between campus facilities.
- **Education:** High School Diploma or GED required. Professional housekeeping certifications are a plus but not mandatory.

Physical Effort:

- Ability to lift, carry, and relocate materials or equipment weighing up to 25 pounds. This includes the occasional repositioning and moving of furniture.
- Capacity for considerable walking and standing for extended periods. The role requires navigating a large, widespread campus efficiently and in a timely manner.
- Frequent bending, stooping, reaching, and repetitive arm movements are necessary to complete cleaning and maintenance tasks.
- Ability to move between various indoor and outdoor facilities across the Schoodic Institute campus in all weather conditions.

Working Conditions

- **Dress Code:** Employees are expected to wear clothing and comfortable shoes that are appropriate for the work being done. You will be provided with two shirts bearing the Schoodic Institute logo, these should be worn with khaki or black pants. At no time is it permissible to wear opened-toed shoes or any clothing that could be considered a safety hazard.
- **Tobacco Policy:** Smoke-free campus; smoking/vaping permitted only in designated outdoor areas.

Employment Details:

Position: Seasonal (Part-Time to Full-Time options available)

Classification: Hourly; Non-Exempt

Location: Schoodic Institute at Acadia National Park, Winter Harbor, Maine

Compensation: Competitive hourly rate (commensurate with experience)

Benefits: Seasonal Paid Time Off (PTO) is available

How To Apply:

Complete the online application or submit a resume and cover letter to search@schoodicinstitute.org with the subject line **"After-Hours Janitor"** or mail to: *Attn: Human Resources, PO Box 277, Winter Harbor, ME 04693.*

About Schoodic Institute

Established in 2004, Schoodic Institute at Acadia National Park is a 501(c)(3) nonprofit organization and Acadia National Park's primary partner in science and education. Based in Winter Harbor, Maine, on Wabanaki homeland, Schoodic Institute is the largest of 18 National Park Service Research Learning Centers found in the United States. Our mission is inspiring science, learning, and community for a changing world. Schoodic Institute's focus is understanding environmental change taking place in Acadia and beyond, and helping land managers respond and adapt to change.

Open year round, our 100-acre campus hosts groups of up to 150 people, and offers classrooms, lab space, overnight accommodations, dining, meeting space, and a 124-seat auditorium where we bring people together for immersive educational and professional development opportunities.

Schoodic Institute at Acadia National Park is committed to increasing diversity in environmental science, education, conservation and hospitality. We are highly collaborative, inclusive, and committed to a team environment that is safe and free from bullying, harassment, and discrimination. Team members are encouraged to share ideas, enthusiasm, and knowledge with each other. Schoodic Institute is an Equal Opportunity Employer.

Inspiring science, learning, and community for a changing world