



amber grace

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Maintenance Technician Lead

[LINK TO EMPLOYMENT APPLICATION BELOW](#)

Reports to: Facilities Manager

Job Summary:

Responsible for performing a broad range of maintenance, repair, and preventive maintenance activities across the Amber Grace campus. This role supports the mission of Amber Grace by ensuring that residential homes, common buildings, grounds, infrastructure, and equipment are safe, functional, well-maintained, and conducive to a distraction-free environment where Neighbors and staff can pursue Abundant Life.

Supervisory Responsibilities:

- May provide task guidance and on-the-job training to Maintenance Technician staff.
 - Does not have formal supervisory authority.
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Duties/Responsibilities:

- Perform skilled maintenance and repair work in areas including carpentry, plumbing, electrical (basic and low voltage), HVAC support, painting, drywall, flooring, and general building systems.
- Respond to and complete work orders for residential homes, common areas, administrative spaces, and outdoor facilities in a timely and resident-conscious manner.
- Conduct routine inspections and preventive maintenance on building systems, equipment, and life-safety features.
- Troubleshoot and resolve moderately complex maintenance issues; escalate major repairs or safety concerns to the Facilities Manager.

- Assist with maintaining critical systems such as water, septic, generators, lighting, and mechanical equipment.
 - Support grounds and exterior upkeep, including walkways, fencing, signage, minor concrete repair, and seasonal preparation.
 - Coordinate with vendors and contractors as directed, including preparing work areas, monitoring completed work, and reporting issues.
 - Maintain accurate maintenance records, including work completed, materials used, and observed facility conditions, using facility management software or work order systems.
 - Participate in preventative maintenance planning and continuous improvement of maintenance practices.
 - Respond to maintenance emergencies and participate in an on-call rotation as required.
 - Participate in team meetings, training, and Amber Grace community events.
 - Foster a safe, respectful, and inclusive environment for Neighbors, staff, and visitors.
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Requirements:

- High school diploma or GED required; technical training or trade coursework preferred.
- 3–5 years of experience in residential, multifamily, healthcare, or institutional maintenance, or comparable experience.
- Working knowledge of building systems including HVAC, electrical, plumbing, and general construction.
- Ability to troubleshoot maintenance issues and implement effective solutions.
- Familiarity with facility management or computerized maintenance management software preferred.
- Ability to work independently and as part of a team.
- Strong communication skills and the ability to interact respectfully with Neighbors and staff.
- Must have the ability to lift, push, and pull up to 50 pounds.
- Must be willing to work after hours and on weekends when emergencies occur.
- Ability to demonstrate care, compassion, and patience when working with staff and Neighbors.
- Protects the confidentiality and rights of staff and Neighbors.
- Familiarity with the IDD community preferred.

- Valid driver's license with acceptable driving record.
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FLSA: Non-Exempt

Classification: Full-time

TO APPLY FOR THIS POSITION PLEASE CLICK THIS LINK:

[MAINTENANCE TECHNICIAN LEAD](#)

Or copy and paste this URL into your web browser:

<https://ambergrace.jotform.com/team/neighborlife-employment/program-mentor-application>

If you are unable to access or fill out the application online, please email info@ambergrace.com to request assistance.

Thank you for your interest in joining the Amber Grace Team!