



8737 Colesville Road, Suite 715
Silver Spring, MD 20910
(301) 448-1407

Facilities Manager

Born Free USA seeks a Facilities Manager for its 175-acre Primate Sanctuary near Cotulla, Texas. The position is responsible for the care and maintenance of the physical infrastructure which includes animal enclosures, staff homes and other buildings, vehicles, and equipment.

Management Responsibilities

- Advise the Director on long-term planning for construction, improvements, repair, and maintenance.
- Oversee the work of external contractors and trades.
- Manage the facilities budget.
- Hire and supervise maintenance assistants.

Desired Trade Skills

- Fence Repair & Installation: Fix fencing on animal enclosures and throughout the property, to include items such as chain link, hardware cloth, cattle panel, and electrical fencing.
- Grounds Keeping: Mow and trim to keep the grounds tidy and vegetation cut and trees trimmed inside and around enclosures, along roads and walkways, around buildings and other areas as needed.
- Plumbing: Repair and maintain water systems (pipes, spigots, well, septic) in and around animal enclosures, buildings, and throughout the property.
- Welding: Do light or "spot" welding of things such as enclosure latches and other projects.
- Carpentry: Build and install wood climbing structures and shelters that are sturdy, long-lasting, and able to withstand use by primates.
- Small Equipment Use & Maintenance: Operate small equipment such as chainsaws, mowers, and power tools and keep all equipment in good working order.
- Large Equipment Use & Maintenance: Operate equipment such as an augur, trencher, tractor, and shredder, and keep all equipment in good working condition.
- Automotive: Keep vehicles in working order by performing preventative and routine maintenance, making repairs within skill level, and seeking outside mechanic services when needed.
- Building Repair & Maintenance: Perform preventative maintenance and repairs on buildings.

Desired Attributes

- Organized with an ability to maintain and execute a calendar of routine maintenance and an ongoing to-do list, and to be able to respond to emergency needs and then get back on track.
- Self-motivated and able to work independently.
- Practice excellent workplace safety and follow Born Free USA protocols.

- Act in accordance with Born Free USA's mission, demonstrating respect for animals and their welfare.
- Able to perform labor outside in all weather conditions, lift up to 50 pounds, and be on one's feet for several hours a day.
- Written and verbal competency in English; possess a valid driver's license; authorized to work in the United States.
- This position is not responsible for animal husbandry (e.g. feeding, cleaning habitats, medical).

Work Hours & Location

- Regular work hours are Monday-Friday from 7am-4pm.
- Must be willing to respond to emergencies should they arise on evenings or weekends.
- The Born Free USA Primate Sanctuary is located 90 miles south of San Antonio, between Dilley and Cotulla. This is a fully on-site position.

Salary & Benefits:

- Starting salary is \$40,000-\$50,000 per year (\$20-\$25/hour) depending on experience.
- We offer a full benefits package that includes paid time off (including vacation, sick leave, flex days, holidays, and paid family leave); health insurance; and a 401K with employer match.

Workplace Culture

- Born Free USA is an inclusive and equitable workplace. People of diverse cultures, races, sexuality, gender identity, and myriad lived experiences are treated with respect, kindness, and professionalism.
- We strive for a positive and supportive work environment in which team members lift up one another.
- We place an importance on work/life balance, and this is modeled and supported throughout the organization, including with senior leadership.

How To Apply

Send a resume and cover letter to hr@bornfreeusa.org.