



Carpenter/Maintenance Person Stella's Circle - Home to Stay (HTS) Social Enterprise

About Us:

Award-winning. Inspiring, Values-Drive. Entrepreneurial spirit. These are some of the words that describe Stella's Circle, a leading community organization that works with over 1000 participants each year to help transform lives through housing, counselling and employment. We operate multiple successful social enterprises that provide not only financial sustainability but also valuable training and employment opportunities for marginalized individuals.

The Position:

Home to Stay (HTS), established in 2018, a social enterprise of Stella's Circle, is recruiting a Carpenter/Maintenance person to join our team. As a social enterprise, HTS completes a variety of carpentry, maintenance and home modifications.

The Carpenter/Maintenance person will be part of the growth of HTS through the provision of completing carpentry/modifications, work assessments and quotations. Each day will present new opportunities to provide quality craftsmanship as you assist Stella's Circle with growing this social enterprise.

What You'll Do:

Responsibilities will include but will not be limited to:

- Be knowledgeable of all aspects of renovations from minor maintenance to larger repair projects.
- Quote jobs accurately reflecting materials and labour.
- Provide proficient, varied construction including installation of drywall, flooring, plastering/painting, installation of doors, handrails, decks and trims.
- Measure, cut, shape, assemble and join materials made of wood, wood substitutes and other materials.
- Complete minor electrical and plumbing jobs.
- Read/interpret blueprints, drawings and sketches to determine specifications and calculate project requirements.
- Be knowledgeable of the National Building Code and municipal requirements.

- Instruct basic carpentry skills and direct small groups of participants to develop their skill in construction/maintenance.
- Have practical knowledge and consistent application of workplace safety, safe lifting & handling, proper tool usage, maintenance & storage.
- Provide supervise and instructions to Stella's Circle program participants in our Trades Helper Program.

What You Bring:

The successful candidate will have 3-5 years' experience in the carpentry/maintenance field. You have completed some post-secondary in carpentry and/or are a registered or past apprentice interested in completing your Red Seal Certification.

You enjoy being part of a team and you are a critical thinker and problem solver. You enjoy doing a job well and take pride in your work. You are a natural leader whose patience, interest, kindness and compassion for others is evident in all your interactions.

You are comfortable using a variety of digital applications as well as maintenance software used to meet a variety of communication, documentation and reporting needs.

You must provide a Criminal Record Check and Vulnerable Sector Check as well as an Enhanced Reliability Status Clearance with Public Services and Procurement Canada. You must have a valid driver's license and access to a reliable vehicle and must be able to be insured on company vehicles.

Please send your cover letter and resume by September 15, 2023 at 5pm to:

Human Resources Specialist
Stella's Circle
Fax: (709) 738-7808
Email: recruitment@StellasCircle.ca

About Stella's Circle

Stella's Circle is an award-winning, nationally celebrated community organization with a mission to transform lives through Real Homes, Real Help and Real Work. As a social justice organization, its housing, counselling and employment programs are rooted in recovery and inclusion. Learn more at StellasCircle.ca.

Stella's Circle is proud to be an equal opportunity employer that embraces diversity. We are committed to creating an inclusive environment for all individuals, and ensuring full and equal participation for each individual in our community. We treat all people with respect and dignity, and recognize their rights, opinions, experience, knowledge, and competence. Stella's Circle encourages applications from people of colour, people of diverse sexual orientations and gender identities, Indigenous Peoples, those with physical and mental illness and/or challenges, and those who face any systemic barrier.