



Maintenance and Facilities Coordinator Full-Time

Other
Other

Monday October 19, 2026

\$21 - \$25/ hour

Company: Salmon Coast Society

Website: <https://salmoncoast.org/>

Industry: Management/ Administration

Remote/Camp Based Job: Yes

How to apply:

To apply, please send an email to executivedirector@salmoncoast.org titled "Facilities and Maintenance Coordinator 2026" and include the following as a single .pdf file ● Cover Letter (generic applications will be not be reviewed) ● Resume ● Contact information for 3 references

Expiry Date:

Monday, November 02, 2026

Details:

Salmon Coast Society is a charitable organization and hub for coastal research, enabling high-quality and innovative science to sustain wild salmon and their ecosystems. We do this through the operation of a field station located in Kwikwasut'inuxw Haxwa'mis territory, in the Broughton Archipelago, near Echo Bay, BC. For more information, please visit salmoncoast.org. We are looking for one person to join our small team in the role of Facilities and Maintenance Coordinator. This position primarily oversees and manages the upkeep and improvements of our off-grid field station infrastructure. The job also involves providing support for research project fieldwork and day-to-day logistics alongside a Research Station Coordinator. This is a unique opportunity to live and work in one of British Columbia's most remote and beautiful places, while joining a community of passionate, like-minded people. In your free time, enjoy abundant outdoor recreational opportunities including kayaking, hiking, fishing, boating, wildlife viewing and more. People who have previously succeeded in this role have come from a wide variety of backgrounds. Those with strong critical thinking and problem-solving skills and an enthusiasm for self-directed learning are encouraged to apply. Through collaboration with the board of directors, staff, volunteers, and contractors, the Facilities and Maintenance Coordinator will engage in a variety of

tasks including: Off-Grid Maintenance Oversee the operation and maintenance of off-grid energy systems (generator, solar panels, micro-hydro, and battery bank); ● Monitor and maintain off-grid water tanks and plumbing systems; ● Maintain buildings and equipment, and undertake general repairs around the station; ● Contribute to the care and maintenance of gardens and landscaping; Safety ● Conduct safety drills and training for staff and visitors; ● Check and maintain safety systems, including fire suppression system, fire extinguishers, first aid supplies, and AED; Boats ● Perform routine maintenance on boats and outboard engines, and troubleshoot issues as needed; ● Support logistics including town runs to transport station users, groceries, and supplies; Fieldwork and Station Culture ● Support field research programs at the station by serving as a part-time crew member on an as-needed basis. ● Ensure a safe and inclusive environment for staff, volunteers, and station users; ● Engage the station community in hands-on maintenance tasks;

Qualifications & Experience:

What We're Looking For: ● Some experience with off-grid systems, maintaining small engines, and other maintenance activities listed above; ● Marine boating experience, or willingness to learn; ● The ability to live and work closely with a small, diverse team in a remote setting, with an appreciation for shared spaces and communal living; ● The ability to work independently with minimal supervision; ● Some experience in leadership or mentorship roles, formal or informal; ● Sound judgment, critical-thinking, and practical problem-solving abilities; ● Strong interpersonal and communication skills, with a commitment to fostering a respectful, inclusive, and supportive community environment; ● Adaptability, resilience, and a positive attitude when facing changing priorities and physically demanding work in variable weather conditions; ● Interest in supporting indigenous sovereignty, decolonization and reconciliation; ● Experience or interest in conservation research and field-based work would be an asset Qualifications: ● Marine Basic First Aid and CPR certifications, or willingness to acquire; ● Small Vessel Operator Proficiency (SVOP) certificate, or willingness to acquire; ● Restricted Operator Certificate Marine Radio License (ROCM), or willingness to acquire
