



Historic Deerfield®
Opening Doorways To The Past.™

Job Title: Housekeeper

Location: Historic Deerfield Inc., Deerfield, MA

Position Type: Qualifying part-time-30 hours per week (Tuesday-Friday 6:00am-11:30am, Saturday 7:00am-3:00pm)

Reports To: Director of Maintenance and Security

Job Summary:

Historic Deerfield is seeking a reliable and detail-oriented Housekeeper to join our facilities team. The Housekeeper will play a key role in maintaining the cleanliness, safety, and appearance of the museum's public and private spaces. This position supports the museum's mission by ensuring a welcoming environment for visitors, staff, and stakeholders.

Key Responsibilities:

- Perform daily cleaning and sanitizing of restrooms, offices, meeting rooms, storage areas, staff break rooms, and public spaces.
- Ensure guest rooms are ready for occupancy and shared spaces are properly cleaned.
- Monitor and restock restroom supplies, hand sanitizers, and other consumables throughout the museum.
- Handle floor care including sweeping, mopping, vacuuming, and spot-cleaning carpets in high-traffic areas.
- Remove trash and recycling from designated areas; ensure waste is properly sorted and disposed.
- Respond to spills, accidents, or special cleaning requests promptly and professionally.
- Operate cleaning equipment such as vacuums, floor buffers, and carpet cleaners with care.
- Ensure all cleaning chemicals and equipment are used and stored according to safety protocols.
- Report any maintenance issues, safety hazards, or damages to the appropriate supervisor.
- Assist with setting up and breakdown of furniture or equipment for museum events.
- Clear snow from doorways and walkways as needed.

Qualifications:

- High school diploma or equivalent preferred.
- Previous experience in housekeeping, janitorial work, or custodial services.
- Ability to work independently with minimal supervision.
- Strong attention to detail and respect for museum collections and handling policies.
- Ability to follow verbal and written instructions.
- Physically capable of standing for extended periods and lifting up to 40 pounds.
- Must be able to work flexible hours including early mornings, evenings, weekends, and holidays, as required.

Work Environment:

- Indoor work environment with regular movement between museums and back-of-house areas.
- May occasionally be exposed to cleaning agents, dust, or crowded visitor conditions.
- Must be comfortable working around fragile objects and observing museum protocols at all times.

To Apply:

Please submit your resume and a brief cover letter outlining your experience and availability to jobs@historic-deerfield.org.