



MARTHA'S VINEYARD
BOYS & GIRLS CLUB

HELP WANTED

Operations Coordinator

The Martha's Vineyard Boys & Girls Club is looking for a full-time Operations Coordinator to support our mission and our Island youth!

In this multifaceted role, you will oversee Food Pantry operations, manage our transportation fleet (serving as a primary driver), and handle light facility maintenance and safety. We are seeking a reliable, mission-driven individual who can balance logistics with a passion for youth development.

Key Requirements:

- Must be 21+ with valid driver's license and clean driving record.
- Experience in facilities maintenance or logistics.
- Ability to perform basic repairs and manage multiple priorities.
- Evening hours required.

Make a difference in our community!

To apply or view the full job description, please contact the Club directly or visit our website.

- <https://www.mvbgclub.org/career>
- email: office@mvbgclub.org

Benefits include Medical, Dental and 401K.