



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E Mullan Avenue
Coeur d'Alene, Idaho 83814
208-769-2252 FAX: 208-769-2383

PRESS RELEASE

December 9, 2025

The City of Coeur d'Alene is looking for a live-in caregiver at the historic Jewett House. Built in 1917 by the Rutledge Family and donated to the city in 1978. The primary purpose of the house is to serve as a social and recreational center for senior citizens. Additionally, it functions as a versatile event space for weddings, bridal and baby showers, meetings, and other gatherings, generating income that helps sustain the house. This dual focus not only fosters community connections among seniors but also ensures the financial viability of our programs and services

The City of Coeur d'Alene is seeking "Caretakers" for a three-year commitment to provide year-round care of the building and grounds. Under the supervision of the Recreation Superintendent, the Caretakers will maintain the Jewett House building and grounds and live in the facility to assist with programs and provide oversight of all events.

Caretakers will order and maintain stock of supplies; maintain equipment and materials used in maintenance and repair work; sweep, mop, wax, and buff floors, dust and polish furniture and woodwork, empty and clean waste receptacles, clean restrooms, wash windows, woodwork and walls. Regularly wash the exterior of the home, May to October.

Coordinates with facility users according to house guidelines, sets up onsite meetings and activity rooms and areas, performs minor repair work on buildings, fixtures, and grounds, coordinates activities of outside repair and maintenance, may collect and record donations.

The Caretakers work under the direction of the Recreation Superintendent. The Caretakers are not considered employees of the City of Coeur d'Alene, and continued caretaking is at the will of the Parks and Recreation Department. This position does not include a salary. Compensation consists of free rent and all utilities. The Department has established the following conditions regarding the appointment:

1. Submit to a background and credit check.
2. A married couple with no dependents due to the commitment of time.
3. Other employment obligations must allow one caretaker to be generally available at the house, especially during programming hours.
4. No home occupations may be carried on at the house.
5. No pets are allowed.

Submit the following documents, NO PHONE CALLS PLEASE, via email to Jewett_House@cdaid.org, or by mail to City of Coeur d'Alene, Recreation Division, 710 East Mullan Avenue, Coeur d'Alene ID 83814, by **January 9, 2026**:

1. A letter explaining the applicants' interest and qualifications.
2. A resume for each caretaker.
3. A list of appropriate references.

Additional information is available at this [link](#).