



Job Title: Events Staff

FLSA Status: non-exempt

Reports to: Community Engagement Manager

Summary:

Our Events Staff make sure that special events and rentals at The Powerhouse are a success. Employees in this role will be responsible for setting up, tearing down, managing equipment, cleaning, and general assistance at events at The Powerhouse. This is a part-time, at-will position in which employees will be made aware of scheduled events and provided the opportunity to work event shifts. Ideal candidates for this position are positive, outgoing, energetic, and organized, with flexible availability.

Qualifications:

- Outgoing, positive, and energetic; enjoys working with guests of all ages
- Organized and able to multitask in a fast-paced environment
- Comfortable working independently with minimal supervision
- Experience with audio-visual equipment
- Customer service, or event staffing experience is a plus
- Ability to lift 40 pounds

Responsibilities:

- Set-up and tear-down for events
 - Including setting up and taking down tables, chairs, linens, and exhibits
- Upkeep of trash and bathrooms
- Maintaining a clean space
- Running native equipment (such as AV)
- Engaging with guests
- Other responsibilities as outlined by the Community Engagement Manager

Salary: 21/hour

Hours: variable by gig

Travel: none

Time Off: none

To apply, please send a resume to josh@powsci.org.