

Job Posting

Application Deadline: May 20, 2021 or until position is filled

Part-time Position: Woodshop Specialist

Overview of Perennial:

A 501(c)3 social enterprise, Perennial is a community workshop and store in St. Louis, MO that offers educational programming in creative reuse to diverse populations and sells handmade DIY kits and eco-friendly project supplies. Perennial's mission is to build a creative culture of sustainability in which discarded items are transformed in to valued and cherished resources.

Perennial's Woodshop

The woodshop includes a SawStop table saw, miter saw, planer, band saw, scroll saw, drill press, lathe, hand power tools, and traditional woodworking hand tools.

The woodshop is primarily used for these programs and purposes:

- *Public Workshops*: woodworking classes offered to the public.
- *ReCreate Outreach Studio*: open studio time where clients from Perennial's outreach programs can use the shop for personal projects. Clients come from partner agencies that work with women in transition including former prisoners, survivors of domestic violence, women experiencing homelessness, and immigrant women.
- *Community Workshop*: open studio time offered the 1st and 3rd full weekends of each month, where folks from the community can come use Perennial's space and tools to work on personal projects.
- *Retail*: production of tools, kits, and commission projects for Perennial's retail arm.

Summary:

The Woodshop Specialist manages and develops all projects and programs that take place in the woodshop. This staff person is essential to Perennial's operations, and works to maintain a safe and efficient woodshop environment. Perennial's Woodshop Specialist provides one-on-one assistance to community members as they execute projects, maintains and oversees systems to keep the woodshop clean, safe, and user friendly, collaborates with Perennial's Programs Director to develop and teach engaging woodworking classes.

Responsibilities:

Educational and Community Engagement:

- Work closely with Perennial's Program Director to develop woodworking classes.
- Develop lesson plans and teach tool competency classes and project-based woodworking classes to the public.
- Work closely with Perennial's Outreach Specialist to guide, assist, attend, and supervise participants in Perennial's ReCreate Outreach Studio.
- Guide, assist, attend, and supervise participants in Perennial's Community Workshop program.

- Supervise and demonstrate the safe usage of equipment to all woodshop users and ensure that woodshop users are meeting Perennial’s expectations for safety at all times.
- Create an inclusive environment where anyone regardless of age, race, gender, or sexual orientation will feel safe and comfortable using Perennial’s woodshop.

Woodshop Maintenance:

- Keep shop organized, clean, and create new systems to aid in this when necessary.
- Provide maintenance or find maintenance providers for all tools and components including changing and repairing broken blades, sanding belts, table saw blades and brakes, and cleaning and servicing a range of woodworking tools and equipment.
- Maintain inventory of all equipment and supplies and provide timely ordering lists.

Design-Build and Production:

- Assist with the production of Perennial-made kits and tools.
- Assist with projects related to Perennial’s space including maintenance, constructing new fixtures, etc.
- Design + execute commissioned projects as needed

Leadership and Planning:

- Keep an up-to-date work plan in order to complete all tasks related to the Woodshop Specialist position including, program planning, program material preparation, tool maintenance, design-build projects, retail production, and more.
- Develop report for weekly staff meeting to keep all other staff updated with woodshop activities.
- Provide customer service to program participants and visitors, such as checking folks out, answering phone calls, providing an introduction to Perennial, etc.

Qualifications:

Perennial seeks an organized, flexible, and skilled instructor and woodworker for this position. Below are an ideal candidate’s qualifications. We strongly encourage anyone interested in this position to apply, whether they meet a combination of some or all of these qualifications.

- 1+ years experience teaching arts-based programs or woodworking programs.
- Experience with a range of woodworking equipment and tools.
- Experience building furniture, woodcarving, and creative problem solving.
- Strong work ethic - willing to dive into projects and go above and beyond.
- Knowledge of tool maintenance and repair.
- Strong critical thinking and planning skills.
- Experience working with vulnerable populations (i.e. mental illness, drug addiction).
- Passion for sustainability and knowledge of waste reduction practices.
- Great at multitasking and excited to help people succeed!

Work Schedule:

An average of 22.5 hours a week. Ideally, a candidate would be available:

- Wednesdays, Thursdays, Saturdays, and Sundays
- 1-2 weekday evenings for public workshops (typically Wednesdays + Thursdays)
- Additional daytime hours available for commissioned work production as needed by Perennial

Pay: \$15/hour

To Apply:

Send cover letter, resume, portfolio link or images, and a list of three references to Tara Morton, tara@perennialstl.org