



## **Pop-Up Event Road Crew On-call**

**Position Announcement:** January, 2022

**Hiring:** Continuous

**Position:** On-call status

### **Position Summary:**

With its children's museum space closed for the duration of the pandemic, Habitot Children's Museum's play and learning exhibits, mobile art studio, and interactive programs are now being presented in community locations, private homes, corporate headquarters, and school sites. Twenty to thirty events are planned for 2022.

Habitot is seeking multiple team members to join its Pop-Up Event Road Crew. For each event, two to three crew members will be scheduled to load and unload all exhibits, furniture, and equipment, and set-up, and break-down events. Events will take place in outdoor locations such as community parks in Alameda or Contra Costa County.

Most events will require a road crew on a Saturday or Sunday, between 7:00am and 9:30 am, and/or between 5:00pm and 7:00 pm. Road crew members will be paid hourly. Those who work most events will work approximately 14-20 hours per month. All road crew members must be fully vaccinated/boosted against COVID-19 and wear masks during work hours.

The position is supervised by the Road Crew Supervisor with support from the Reservations and Events Coordinator who will be present at all events.

### **Major Responsibilities:**

- Under direction, carefully load and unload all exhibits, furniture, and equipment from a 16' truck
- Position all exhibits, furniture, and equipment under the direction of the Road Crew Supervisor and/or Events & Reservations Coordinator
- Set up and take down the fencing perimeter and pop-up tents at each event

- Strictly follow safety guidelines to maintain safe working conditions for all team members as well as the integrity of all exhibits, furniture, and equipment

**Qualifications:**

- Ability to lift and carry up to 50 lbs
- Availability for weekend shifts, early mornings and late afternoons/evenings
- Punctuality and reliability
- Follows directions; eager to learn systems
- Must have own transportation
- Fully vaccinated (including boosters) against COVID-19
- Preferred: experience with moving furniture, warehouse stocking, exhibit/trade show installations, inventory management, physical labor

**Compensation:** \$20-\$22 per hour depending upon experience. Paid bi-weekly.

**EEO STATEMENT**

Habitot Children’s Museum is dedicated to increasing diversity and equity in hiring for this position which will represent the organization in a wide variety of community locations. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sexual orientation, gender identity, national origin, ability/disability status, protected veteran status, or any other characteristic protected by law. We highly encourage all members of our community to apply for available employment, internship, fellowship, and volunteer positions at the museum, as we aim to ensure that our staff reflects our visitors and our surrounding community. In compliance with the Americans with Disabilities Act, Habitot Children’s Museum will provide reasonable accommodations to qualified individuals with disabilities.

**ABOUT THE ORGANIZATION**

Habitot Children’s Museum is the East Bay’s hands-on discovery museum designed specifically for infants, toddlers, and preschoolers. Annually since 1998, Habitot’s museum has been serving an estimated 55,000 children primarily from Alameda and Contra Costa counties, and drawing from the entire region. Since the pandemic, Habitot has pivoted to providing virtual and in-person mobile events. A mission-driven nonprofit, Habitot strives to nurture and enrich the lives of young children, their families, and the adults who care for them by providing an environment for early childhood learning and exploration, parenting education, and community outreach. Through hands-on exhibitions, public programs, classes, and workshops, Habitot provides creative, multisensory experiences that promote school readiness and life-long learning.

**To Apply:** sent letter of interest and resume to [apply@habitot.org](mailto:apply@habitot.org)