



Event Road Crew Supervisor On-call

Position Announcement: January, 2022

Interviewing/Hiring: Until Filled

Position Begins: 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 weekend community pop-up events are planned for 2022.

Habitot is seeking a Road Crew Supervisor to manage two to three crew members in loading and unloading all exhibits, furniture, and equipment, and in setting-up, and breaking-down events. Events will take place in outdoor locations such as community parks in Alameda or Contra Costa County.

The Supervisor will work events scheduled mostly on Saturdays or Sundays, between 7:00am and 9:30 am, and between 5:00pm and 7:00 pm. Additional driving time may be necessary depending on event locations. The Road Crew Supervisor will be paid hourly and will work approximately 14-20 hours per month. The Road Crew Supervisor must be fully vaccinated/boosted against COVID-19 and wear a mask during work hours.

The position is supervised by the Reservations and Event Coordinator who will be present at all events to provide extra support and guidance.

Major Responsibilities:

- Drive Habitot vehicle (16-18' truck) to and from event locations in Alameda and Contra Costa counties; refill gas after events; and alert Events Coordinator of any truck maintenance issues
- Maintain a high level of safety while operating vehicle
- Schedule, train, and supervise road crew team members

- Supervise and assist in the loading, unloading, and set up/break down of all exhibits, furniture, and equipment at each event
- Ensure the physical safety of all team members and Habitot property
- Comply with all current OSHA labor laws

Qualifications:

- CA driver's license with at least 2+ years driving experience and a clean driving record
- High school diploma, GED or equivalent; some college preferred
- Adopt efficient, system approaches to get work done safely and quickly
- Ability to lift and carry up to 50 lbs
- Availability on weekends, early mornings and late afternoons/evenings
- Punctuality and reliability
- Knowledge of East Bay geography, Google maps, and driving routes
- Must have own transportation
- Fully vaccinated (including boosters) against COVID-19
- Preferred: experience driving a 16' or larger truck, moving furniture, warehouse stocking, exhibit/trade show installations, inventory and staff management, physical labor

Compensation: \$30-\$40 per hour depending on 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