



Job Description: Building Steward

Bainbridge Artisan Resource Network (BARN) is a growing center for artists and makers. The Building Steward is mainly responsible for building cleanliness and order. Other minor maintenance work and project support is performed as needed. This is a part time position for approximately 20 hours per week.

Primary Responsibilities: Maintain the cleanliness and safety of the building. Support studios and staff as required.

Specific Tasks and Responsibilities:

- Clean restrooms, vacuum, sweep and mop floors, dust fixtures, empty trash cans.
- Clean interior windows, replace light bulbs, and supply restrooms, and perform other minor repairs on a regular basis
- Inspect and supply eyewash stations, first aid kits, and aed stations.
- Setup classrooms and common spaces as required for events.
- Assist studios with cleaning, moving furniture and setting up spaces. Work with a wide variety of individuals.
- Operate the dish machine and support kitchen staff as needed for classes and events.

Qualifications:

- Experience in a similar role and knowledge of cleaning supplies and equipment is desired.
- Excellent communication, interpersonal, and group work skills.
- Able to work during off hours or for weekend events as scheduled.
- Must be able to lift 25 lbs, assist with moving heavy objects, and use a ladder.
- Reliable transportation to and from work.
- Demonstrate BARN's core values that enable teams and individuals to succeed with shared respect and purpose.
- Child safety screening/background check required.
- Must be able to comply with and maintain a smoke-free and drug-free environment.

Hours: 20 hours / week on average, including some evenings and weekends

Location: In-person

Pay rate: \$18 - 20 / hour depending on experience.

Reports to: Facility Manager

To Apply:

Submit a resume by email or in-person to:

Grae Drake

Executive Director, BARN

graed@bainbridgebarn.org

BARN is an Equal Opportunity Employer and welcomes applications from qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, pregnancy, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state, and local laws. We encourage diverse applicants because we believe having a staff that authentically reflects the community we seek to serve is essential to our ability to be culturally responsive.

Bainbridge Island Artisan Resource Network

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Bainbridge Island, WA 98110

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