



Taproot Theatre tells stories of hope, serving the Pacific Northwest through live theatre and educational programs.

Facilities Associate

Department: Facilities	Pay: \$21.50/hour
Supervisor: Facilities Supervisor	Status: Part Time
	Location: Seattle, WA
Desired Start Date: ASAP	Position Open Until Filled

Position Overview: As a member of the facilities team, the Facilities Associate works before scheduled events and performances to ensure an attractive, sanitary, and safe environment for patrons, performers, visitors, and staff of Taproot. They will perform a variety of cleaning tasks to prep both the Kendall Center and Jewell Mainstage Theater for scheduled activities.

Specific Areas of Responsibility

Hours:

- We are offering 15-25 hours per week for this position
- Shifts Currently Available:
 - Evening - Wednesday - Saturday 5pm – 10pm
 - Daytime – Noon – 5pm

Indoor

- Performs a variety of cleaning activities such as vacuuming, sweeping, mopping, sanitizing, dusting and polishing
- Cleaning restrooms
- Cleaning assigned areas for the purpose of maintaining a sanitary, safe and attractive environment.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of each space. (ie, rearranging tables/chairs)
- Inform the Facilities Supervisor of repairs that are needed.

Outdoor

- Window cleaning/dusting windowpanes as needed
- Sweeping doorways and sidewalks
- Keeping front and back of building free of trash and debris
- Cleaning off any graffiti/tagging that are visible and treatable with Goof Off

Required Qualifications/Skills:

- Compatibility with Taproot Theatre's mission and values
- Ability to work independently
- Cleaning experiences appreciated, not required
- Ability to solve problems in a fast-paced environment
- Good time management skills
- Reliable transportation to and from the theater
- Good communication skills

Physical Requirements:

- Frequent movement and standing
- Ability to occasionally lift items weighing up to 50 lbs
- Ability to climb stairs frequently throughout the workday

- Ability to work closely with various cleaning chemicals (Including Ecolab's hydrogen peroxide surface cleaning spray, Lysol Toilet Bowl cleaner, Goof Off, Stainless Steel cleaner cleaning vinegar, dish soap, baking soda, window cleaner, stain removers, and carpet cleaning solutions).

The Taproot Theatre, dba Taproot Theatre Company (Taproot), prohibits and will not tolerate unlawful discrimination in employment of qualified employees and applicants. Taproot prohibits unlawful discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), marital status, sexual orientation, age, disability, genetic information, honorably discharged veteran or military status, citizenship or immigration status, or any other legally protected category protected by applicable federal, state, or local law. As a religious organization, Taproot gives lawful preference in employment to certain employees and prospective employees on the basis of religion.

Equity & Inclusion: Taproot Theatre is working to become an anti-racist organization which prioritizes accessibility, transparent communication, and humanity to foster a space of belonging for all. As part of this work, employees will participate in regular trainings and discussions and be asked to support anti-racism and accessibility initiatives and policy changes, as part of their scope of work. To that end, Taproot Theatre seeks employees who demonstrate initiative to expand their own learning and competency within these areas in order to meaningfully participate in dismantling institutional racism, bias, and other systems of oppression which permeate our industry.

Faith Statement: Taproot Theatre Company is incorporated as both a non-profit theatre and a religious organization. Our organization operates outside of church oversight and across denominations. Currently, all permanent Taproot staff participate in corporate prayer and self-identify as Christians. Seasonal workers and guest artists may choose not to participate in these customs and represent a diversity of backgrounds and faith traditions. Taproot Theatre welcomes people of all faith traditions who are comfortable working in a Christian environment to apply for open positions and does not preference candidates for non-director positions on the basis of religion.

To apply, submit a resume to Facilities@taproottheatre.org