

EUGENE SCIENCE CENTER
Position Announcement
(2021-07-05)

Exhibits & Facilities Technician

Eugene Science Center, a hands-on science museum in Eugene, OR, seeks an enthusiastic individual equipped with skills related to exhibit and facilities maintenance and repairs to serve as Exhibits & Facilities Technician.

Excellent communication skills are also required, as well as a passion for connecting children with science, and for working with and serving a wide variety of people.

Please review the attached job description and follow the application instructions below.

PLEASE NOTE: This is a part-time (24 hours/week) non-exempt position to start, with the potential to expand to full time (40 hours/week) with full Eugene Science Center benefits in the future.

Application Instructions

We welcome your application, which should include the following 4 items:

- 1-2 page resume
- 1-2 page bullet-list summary that explains how your previous experience supports the duties and responsibilities listed in the position description
- List of 3-4 references, including name, phone and email, and how you know each person *(Do not send letters of reference as we will contact your references individually)*

Please send your application as an attachment (MS-Word or PDF) to: Tim Scott at tscott@eugencesciencecenter.org

Deadline: Review of applications begins 7/05; open until filled.

Please send this information as an attachment and not in the body of an email.

Eugene Science Center is an Equal Opportunity Employer

EUGENE SCIENCE CENTER POSITION DESCRIPTION

Exhibits & Facilities Technician

(2021-07-05)

SUPERVISOR: Executive Director

MAIN FUNCTION

Performing and coordinating the maintenance and repairs of exhibits and exhibit-related projects, and performs facilities maintenance and repairs, including grounds maintenance. Assists in the development and fabrication of new museum exhibits and programmatic experiences.

DUTIES AND RESPONSIBILITIES

Exhibit & Facilities Maintenance (90%)

Proactively maintains and repairs museum exhibits (carpentry, mechanical, electrical, plumbing, etc)

Proactively performs facilities and grounds maintenance including but not limited sprinkler systems, building exterior, landscaping, and lighting.

Coordinates maintenance work with contractors (HVAC, electrical, plumbing, etc)

Collaborates with museum team members in creating new museum and programmatic experiences

Other (10%)

Works collaboratively with staff and volunteers on special projects

Performs additional duties appropriate to the position, as assigned

SUPERVISION OF OTHERS

The Exhibits & Facilities Technician often coordinates the work of volunteers.

EXPERIENCE AND SKILLS

Required

Must have a passion for connecting children with science, and for working with and serving a wide variety of people

Construction skills: carpentry, painting, mechanical, electrical, plumbing

Design and/or art skills

Excellent written and oral communication skills

Skilled in interpersonal communication, timeliness, conflict resolution, and handling sensitive information appropriately

Required computer skills: proficiency with Microsoft Office (Word, Excel)

Excellent organizational skills and attention to detail

Sound judgment and ability to make good decisions

Creative problem solving

Flexibility and adaptability; willingness to learn new things, openness to receiving feedback and able to respect and accommodate divergent viewpoints

Strong customer service orientation and willingness to provide assistance to others

Reliable transportation and driver's license with good safety record

Knowledge of building systems and grounds maintenance

Strongly preferred

College Degree or Trade School Certification

Experience in science centers or children's museums

Advanced Shop skills: circuitry and coding skills (arduino, python, etc), working with electronic components, knowledge of various materials (such as plastics, metals, fiberglass and adhesives), welding, finished cabinetry

WORKING CONDITIONS

Fast-paced, non-profit, hands-on museum environment. Must be able to work on many projects simultaneously with interruptions. Must work well in both individual and team settings. Able to lift and carry 50lbs.

TIME COMMITMENT

Part time (24 hrs/wk) non-exempt position to start, with the potential to expand to full time (40 hrs/wk). Occasional weekend and evening work, as well as travel, are required.

COMPENSATION AND BENEFITS

Starting salary is \$13.50/hr. with some Eugene Science Center benefits provided.

Eugene Science Center is an Equal Employment Opportunity Employer.