

TACOMA ART MUSEUM

JOB POSTING

Position: Museum Café and Catering Staff
Reports to: Museum Café Manager/Chef
Department: Museum and Business Services
Position Type: Part-time, Hourly, Non-Exempt
Salary Range: \$13.50/hour plus tips
Benefits: Not Eligible

Summary of Position:

Non-exempt position working in Tacoma Art Museum's TAM Cafe with an emphasis on customer service. This position requires cooperation and communication with museum visitors and customers along with other departments within the museum. The cafe employee will assist in all aspects of cafe, association events, and after-hour event operations. The position is part time approximately 20-28 hrs plus hrs per week. Candidate must be willing to work after hour events and overtime when needed.

Responsibilities

- Provide a pleasant atmosphere for all TAM Cafe and Tacoma Art Museum visitors.
- Greet customers, explain the menu, take orders, and deliver orders.
- Assist when needed with prep and short order food production
- Work after-hour events, including prep, set up, tray and table service, buffet set-up, bar service, tear down, and clean up.
- Duties to include sweeping, mopping, dish washing, and other cleaning as needed.
- Minimum Qualifications
- Willingness to be approachable, gracious, and dynamic.
- Established leadership skills and 3 years' relevant experience

Qualifications

- Established foodservice skills with references.
- Knowledge of health code laws in respect to food operations with current food handlers card.
- Current alcohol server's certification (or must be obtained after employment).

Travel, Working Conditions, and Physical Environment

The essential physical requirements of this position include:

- Standing or walking for long periods of time.
- Frequently reaches with hands and arms and uses hands and fingers to handle objects and operate tools, machinery, computers, and/or controls.
- Ability to lift objects (up to 60 pounds) and perform other similar actions during the course of the workday.
- Continuously exchange information through listening and talking with staff, volunteers and individuals in the community.

- Some work may be occasionally performed outside where employee is subject to adverse weather conditions.
- Negligible local travel, less than 5% of work hours.

To Apply

- Please email a succinct cover letter and resume to jobs@TacomaArtMuseum.org.
- Include “Café Staff: First Name Last Name” in subject line.
- No phone or email inquiries, please.

Resume review will begin immediately. Position is open until filled.

Tacoma Art Museum is an Equal Opportunity Employer

Tacoma Art Museum strongly encourages applicants from members of groups underrepresented in careers related to museums and the visual arts.

About Tacoma Art Museum

Tacoma Art Museum is a public-spirited institution that champions a dynamic and complex approach to exhibitions. The museum’s passionate staff are driven by the mission of connecting people through art, empowering visitors to create meaning with artworks through innovative interpretive and programming strategies. Named by USA Today as one of the “Top 10 Great Places to See Art in Smaller Cities,” the museum has developed a reputation for presenting art in a thought-provoking yet accessible manner with a strong commitment to Northwest art.

Founded in 1935, TAM has strong roots in the community. Along with five other nearby museums and neighboring University of Washington at Tacoma, TAM anchors Tacoma’s lively downtown core.

About Tacoma

Located in the beautiful Pacific Northwest, Tacoma is known as the City of Destiny, a city that has always marched to the beat of its own drum. Close enough to Seattle to take advantage of everything a major metropolis offers, Tacoma is its own distinctly unique and actively engaged community with a clear love of the arts.

Diverse individuals and families continue to invest in Tacoma for its charming historic neighborhoods, schools, parks, waterfront, and amenities. You’ll find the beaches and forests of Puget Sound ideal to bike, run, hike, and paddle – including the nearby Mount Rainier. In addition to sports, theater and other cultural offerings, Tacoma is home to a growing restaurant and pub scene that’s made national press. The thriving Tacoma Museum District lines the downtown core and showcases some of the nation’s best collections. Tacoma is a great place to call home.