



Part time Wood Technician & Teacher

Salary: \$45k (+ super) pro rata, for 24 hours a week (which works out at \$27,000 per annum)

Mandate: Fire up Sydney's love affair with woodwork.

Commencing: ASAP - flexibility here, if we find the perfect person :)

Hours: The hours will be in a fixed roster but will include a mix of days, evenings and Saturdays.

Benefits: Be a part of Sydney's most exciting maker community. Access the workshop facilities and classes to develop your own skills and projects. Option to extend the role with additional teaching.

About the company:

MakerSpace &company is Australia's biggest public place for making - a major co-working and education space for design entrepreneurs, makers and the community. MakerSpace &company is equipped with the cutting-edge machine workshop, studio space and education programs that are so needed by designers. It is also a place for locals to participate in the culture of making, and for visitors to experience the best in Australian design across furniture, ceramics, metalwork, woodwork and industrial design. It helps build Australian creative businesses, employment and communities.

About the Role:

We are looking for the perfect part-time Wood Technician who can look after the machines and manage workflow systems (storage of materials, work, tool borrowing, safe work practices etc.). You'll have an excellent working knowledge of wood and making techniques across traditional and contemporary, hand tools and machines - we welcome all approaches to making at MakerSpace.

You need to not only love making things with wood, but you need to be passionate and patient when guiding others who are just starting out. You will induct and train new members on the machinery and tools, talk through making strategies and techniques on their projects. You will maintain and develop safe work procedures to ensure a happy and safe work environment.

The role will include a minimum of 6 hours of teaching every week, helping beginners and more advanced students to learn new skills and to transition into membership.

As you'll be at the main Welcome Desk, you will also be the default meet-and-greet for curious passers-by. As part of a growing team, you'll know the ins-and-outs of MakerSpace &company so you can keep our members and the public up to date with upcoming events and developments. In this capacity, you will also be answering phone and email enquiries that are both specific to the wood department, and general enquiries. You'll help customers by answering questions, booking people into classes, signing up new members and placing people on wait-lists.

Who will you be working with and reporting to?

- You will report to the CEO and work together on strategic developments.
- You will work closely with our Workshop team - Metal Technician, Ceramic Technician and Member Experience Manager - you will share the running of the workshop area with these three excellent humans.

- You will liaise with the rest of the team in regards to education programs and events.
- You will also assist with training volunteers to help in the Wood Studio.

This is initially a 24 hours/week role but it can be supplemented with additional days of teaching.

Responsibilities:

- Managing wood workshop machinery and tools including maintenance & where appropriate, repair.
- Managing consumables - blades, sanding disks and other requirements.
- Training new members and staff in equipment use.
- Workshop supervision and assisting members and students with their wood projects.
- Teaching students, from beginners to advanced.
- Assist with programming short courses in the Woodwork department, and in collaboration with other departments.
- Assisting Education Coordinator with class timetables for classes taking place in the Wood Workshop and allocation of resources.
- First Aid Officer ideal (training provided if necessary).
- Customer service - in person, via phone and email.
- Basic filing of documents.
- Using booking platform to book and change classes, create new accounts and troubleshoot.

Skills and Experience:

- Management of wood workshop.
- Teaching and assisting others with technical and design aspects of woodwork.
- Patience - you know it's always ok to be a beginner and it's always ok not to know something. And you know that humans get things wrong sometimes.
- Experience in making a variety of woodwork projects to a high level, with both hand tools and machinery, and troubleshooting all of the above.
- Use of a wide range of woodwork machinery, and confidence in troubleshooting and maintaining them.
- Friendly, un-intimidating, open, sharing, knowledgeable and generally lovely.
- Basic confidence with computer systems - you will be using our booking platform to manage memberships, bookings and sales, and other basic programs.

Benefits and culture:

Be a part of Sydney's most exciting cultural development. As part of the MakerSpace & company family, you will be exposed to opportunities to hone your creative skills and interests with professional development opportunities including teaching, taking classes, access to the facilities, production work and the potential to shape and grow the role.

Applications:

To apply, please send your

1. CV and

2. a cover letter to hello@makerspace.org.au
The Cover Letter should cover two key things: Why are you perfect for this role? Why do you want to be a part of the MakerSpace &company team?
3. A portfolio or examples of your woodwork skills.

Apply now, the position will be filled as soon as we find the perfect person to join the team.