



New Beginnings empowers survivors and mobilizes community awareness and action to end domestic violence.

JOB ANNOUNCEMENT

ON-CALL FACILITIES RELIEF WORKER

New Beginnings strives to build a meaningful, welcoming and equitable workplace, inclusive of diverse voices, experiences and perspectives. New Beginnings is an equal opportunity employer. Survivors, people of color and LGBTQ people strongly encouraged to apply.

*This is a **flexible, on-call** position. On-call facilities relief staff are offered work when the facility and maintenance requests in our Home Safe Program are in high demand.*

- RESPONSIBILITIES:** Assist with the maintenance, cleaning and stocking of a 17-unit short term housing facility for multi-cultural domestic violence survivors.
- REPORTS TO:** Assistant Program Manager
- HOURS:** Flexible/On-call
- COMPENSATION:** \$16.00 per hour; paid training opportunities; retirement contribution.

RESPONSIBILITIES

- ◆ Assist with preparing apartments for occupancy, including basic maintenance, cleaning, and stocking supplies.
- ◆ Occasional grounds maintenance.
- ◆ Assist with contracted repairs, cleaning services, hauling, grounds maintenance and deliveries.
- ◆ Other duties as assigned by the Facilities Coordinator or Assistant Program Manager

REQUIREMENTS

- ◆ Prior experience in maintenance or facilities work a plus
- ◆ Ability to effectively juggle multiple tasks and problem solve.
- ◆ Ability to maintain strict participant confidentiality.
- ◆ Ability to work both independently and as a team member.
- ◆ Ability to lift up to 45 pounds.
- ◆ Ability to climb stairs numerous times per day.
- ◆ Experience in multi-cultural settings a plus
- ◆ Some understanding of domestic violence helpful.
- ◆ Willingness to learn about and promote equity and social justice within and outside of New Beginnings.

Send resume and cover letter detailing experience to info@newbegin.org. Additional agency information available at www.newbegin.org.