

Kansas City Woodworkers' Guild

Shop Foreman Position

The position of Shop Foreman is a volunteer position to promote the Guild outreach programs; teach woodworkers; promote fellowship with our peers and sustain our community. The Shop Foreman position is under the Director of Assets of the Guild Board of Directors.

Qualifications of the Shop Foreman Position:

- A minimum of five years of woodworking experience with the type of power equipment in the Guild wood shop.
- Demonstrates a positive disposition; safety knowledge and good interpersonal skills.
- A personal interview by a safety committee member.

Shop Foreman Responsibilities:

- General supervision of shop activities during open shop work periods.
- Supervision of safety in the shop.
- Perform routine maintenance on shop tools and equipment.
- Ensure security of the shop and tools while on-duty.
- Provide communication of the shop issues to the Director of Assets.
- Oversees clean-up of the shop at the end of shop work periods.
- Mentor guild members working in the shop.