

# CultureHouse

*We create pop-up community spaces*

[culturehouse.cc](http://culturehouse.cc)



## Fabrication Designer

**Start:** December 2020/January 2021

**Location:** Somerville, Massachusetts (with remote work)

**Time:** 40 hours/week (occasional night and weekend work)

**Salary:** \$36,000

**Deadline:** November 30th, 2020

### Job Description

Are you passionate about public space? Want to help operate and develop a start-up nonprofit? Do you enjoy having a job that is impossible to explain to friends? Join the CultureHouse team! We are searching for a full-time Fabrication Designer to design and build creative tactical urbanism projects. In this role you will scope, design, construct, and see projects through completion.

Responsibilities include:

- Design
  - Create designs, visual renderings, and build plans for pop-up projects
  - Develop cost estimates, timelines, and budgets
  - Come up with new ideas for designs and pop-ups projects
  - Ensure that building projects meet safety requirements including drainage, snow load, weight (when applicable)
  - Create adaptable designs that are COVID-safe
  - Arrange interior design layouts for indoor pop-up spaces
  - Develop designs that are affordable, modular, and open-source
  - Engage with the community in the design process
- Build
  - Purchasing and organizing supplies
  - Coordinate building and assembly of projects
  - Construct, assemble, and finish designs
  - Determine build day tasks and develop work plans to distribute building responsibilities among staff and volunteers
- Fabrication Space Management
  - Keep detailed inventory of materials and tools in fabrication space

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- Build out fabrication shop and improve space to meet needs of projects
- Keep space clean and organized
- Communications
  - Create digital and print assets for social media, reports, and promotional materials
  - Supervise the duties and responsibilities of communication interns

## About You

If you find yourself looking longingly into vacant spaces thinking about what you would put there, you're in the right place. We are looking for a self-starter who is excited to work in a dynamic environment. Anyone who is driven and passionate about creating spaces for people is encouraged to apply.

Preferred experience and qualifications:

- Strong verbal, written, and interpersonal communication skills
- Self-starter, entrepreneurial, flexible, and well organized
- A strong work ethic, attention to detail, and a collaborative working style
- Commitment to social justice
- Background in Urban Design, Architecture, Engineering, or related field
- Experience in co-designing with diverse communities
- Knowledge of design software (Adobe Creative Suite, Sketchup, etc.)
- Experience designing and building in 2D and 3D
- Experience using power and hand tools for building
- Ability to lift more than 50 pounds and willingness to get dirty!

## Application

To apply, email Aaron at [aaron@culturehouse.cc](mailto:aaron@culturehouse.cc) with your favorite public space and a PDF of your resume and cover letter. You may also include a portfolio or other supplemental materials. Feel free to reach out with any questions. We are reviewing applications on a rolling basis, but please submit your application by the end of the day on November 30th.

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## **About CultureHouse**

CultureHouse is a nonprofit organization that improves livability in local communities by transforming unused spaces into vibrant social infrastructure. Our pop-ups are places to work, play, and foster connections. As a (very) small team, we work closely together and think on the fly. We also send a lot of GIFs on Slack, but that's beside the point. You can learn more about our work at [culturehouse.cc](http://culturehouse.cc).

*We know there are great candidates who may not fit into what we've described above, or who have skills we haven't thought of. If that's you, don't hesitate to apply and tell us about yourself. We are committed to diversity and building an inclusive environment for people of all backgrounds and ages. We especially encourage members of traditionally underrepresented communities to apply, including women, people of color, LGBTQ people, and people with disabilities.*