



Position Title: River Room Lead Bartender (Part-Time/Seasonal)

Accountability: The River Room Lead Bartender will report to the Retail Manager

Pay Rate/Hours: \$12/hour+ tips. 20-30 hours per week + special events

About the Catawba Riverkeeper Foundation (Catawba Riverkeeper):

Catawba Riverkeeper was founded in 1997 as the 21st waterkeeper organization in the US. Now part of an international movement that boasts over 400 local organizations, we preserve and protect the waters of the Catawba-Wateree River Basin for generations to come. Our 5,000 square mile river basin includes over 8,900 miles of waterways.

We accomplish our mission in two primary ways:

- Through a wide range of public facing [EXPERIENCES](#), we educate guests of the importance of our natural resources and engage the public on how they can make a positive impact on the water quality in our region.
- Through ongoing environmental efforts, we [PROTECT](#) our river basin via enforcement resources, scientific fieldwork, and citizen action.

Catawba Riverkeeper is a community focused organization supported by more than 5,800 members and volunteers located throughout a 26-county river basin that dedicates time, talent, and treasure to ensuring the protection of our collective river basin. Our professional staff of 10 and volunteer board of 17 guide the work of this passionate group of people.

About the River Room:

The River Room is a community social and event space that supports the mission of Catawba Riverkeeper. Located in downtown McAdenville, NC at the Catawba Riverkeeper headquarters, the River Room includes a taproom serving local craft beer and wine, a patio, and an indoor event space available to rent for private events. The River Room is scheduled to open in Spring 2022 and will operate Thursdays-Sundays. Proceeds from the River Room directly support Catawba Riverkeeper's mission to preserve, protect, and restore local water quality.

Responsibilities: The River Room Lead Bartender is responsible for a variety of managerial and frontline tasks within the Catawba Riverkeeper organization. The Lead Bartender will manage all daily needs of the River Room and supervise the River Room Barback. This includes alcohol service, any relevant tasks for special events, and ongoing training with barback staff. The Lead Bartender will work closely with the retail manager regarding inventory management, preparations for special events, and general policies and procedures specific to the River Room. This role will also involve cross-training and occasional shifts as the Boathouse Outfitter Lead.

Day to Day Duties:

- Act as Manager on Duty for all daily business needs.
- Reinforce and exemplify our mission to guests.
- Develop and maintain knowledge of multiple departments within the Catawba Riverkeeper organization and be able to answer various and broad reaching questions, or direct customers to the appropriate staff member.
- Provide ongoing training to River Room barback and work to refine and modify our policies and procedures
- Manage inventory levels and communicate clearly with the retail manager on an ongoing basis.
- Update print and digital menus, receive orders from distributors, and other inventory related tasks.
- Manage our membership list(s) and communicate our private club status to guests appropriately.
- Provide clear communications with other Catawba Riverkeeper operational staff members (Kayak Rentals, Shuttle Drivers, etc).
- Effectively delegate opening and closing duties to barback staff.
- Other duties as assigned by the Supervisor and/or Executive Director.

Qualifications:

- Must be 21 years of age or older (this position will be responsible for managing alcoholic beverage sales and supervising staff).
- Previous food and beverage experience is preferred.
- Strong management and customer service skills.
- Must be willing to work as the Boathouse Outfitter Lead as needed.
- Available to work nights, weekends, and occasional holidays as shifts primarily occur on Fridays, Saturdays and Sundays.
- Must maintain a valid driver's license and/or have reliable transportation
- Must be able to lift at least 50 pounds.
- CPR/AED/First Aid Certification is preferred.
- Provide proof of COVID-19 vaccination, or weekly negative test results to protect yourself, staff, and guests from exposure.

- Must be willing to wear a mask when indoors with another staff member or guest. This policy reflects current recommendations by the CDC and is subject to change.

How to apply:

Applicants should email their resume and cover letter to the retail manager Tim Bettencourt at Retail@Catawbariverkeeper.org. Interviews will be conducted on a rolling basis as applications are received.