



Position Description

Position Title:	Facilities Associate
Department:	Facilities
Location:	Santa Barbara, CA
Status:	Seasonal, non-exempt - full time and part time available
Employment Period:	Monday, May 26th through Monday, August 14, 2026

Position Summary

The Music Academy seeks dynamic team members to help support the daily operations and maintenance of our beautiful campus. The ideal candidate will be someone with a true passion for connecting with people of all ages – from children to seniors – as they will assist staff and visitors with various on-site needs. The Facilities Associate reports to the Director of Facilities. Summer positions range from part-time to full-time, Monday-Sunday, daytime and evening shifts.

Position Responsibilities

- Provide excellent customer service to visitors, direct patrons to correct buildings for events, and safely direct vehicle drivers to available parking.
- Assist in event set up including lifting and moving chairs, tables, boxes, décor, and other items.
- Assist in readiness of performance venues, practice rooms, studios, kitchen, and restrooms: light cleaning, disinfecting, emptying trash/recycling, and dusting as needed.
- Assist in readiness of outdoor facilities, gardens, and picnic areas which may include leaf blowing, emptying trash, and light cleaning and dusting as needed.
- Assist with security monitoring and emergency response as needed.
- Complete tasks accurately, thoroughly, and with an eye towards quality, aesthetics, preservation of our historic property, and creating a welcoming and safe environment for our community.
- Assist in daily walk throughs of campus to identify areas in need of repair or cleaning, to report to the Director of Facilities.
- May perform any combination of light cleaning duties to maintain facilities clean and tidy.
- Other duties may be assigned.

Physical Demands

The physical demands to successfully perform the essential functions of this job may include being able to: regularly stand, walk, use hands and fingers to handle or feel objects, tools, or controls; frequently talk and/or hear; occasionally sit; frequently squat, stoop, or kneel; reach above the head and reach forward; daily use hand strength to grasp tools, supplies and equipment; occasionally climb ladders; frequently lift and/or move up to 100 pounds.

Candidate Profile

The Music Academy values colleagues with diverse perspectives who thrive in a collaborative, highly communicative workplace. Our administration collectively informs and agrees upon the organization's expectations for teamwork, including a positive, goal-oriented environment that positions every employee for success.

The successful candidate will ideally demonstrate some, if not all, of the following:

- Excellent customer service and interpersonal skills
- Excellent attention to detail and takes pride in a job well done
- Ability to prioritize tasks and proactively seek new ones
- Ability to troubleshoot problems and work calmly in stressful situations
- Ability to arrive on time with a positive attitude
- Ability to work on a team collaboratively with minimal supervision and adapt to changing work priorities and schedules

Additional Requirements

- Schedule varies based on events production schedule.
- Travel to the Music Academy's new Music Education Center located at 901 state street for various assignments may be required

Benefits and Compensation

This is a seasonal, non-exempt, full-time position. Compensation is \$19 per hour, commensurate with skills and experience. Seasonal employees are not eligible for Music Academy benefits unless required by law. Lunch is provided on the Miraflores campus Monday-Friday. Complimentary tickets are offered when available.

Application Process

Please email a letter of interest and current resume to hr@musicacademy.org, using the Subject Header **Facilities Associate**. No phone calls, please. A background screening will be performed as a condition of employment.

The Music Academy is an equal opportunity employer. We aim to create a diverse and inclusive work environment and we value each employee's unique experiences and perspectives.

Our MISSION

The mission of the Music Academy of the West is to provide classically trained musicians and diverse audiences with transformative educational and performance

experiences. We support musicians to expand their talents, inspire each other, and pursue artistic innovation.

About the Music Academy of the West

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As part of its annual Summer Music Festival & School, the Academy presents the Fellowship Institute, which trains up to 150 fellows ages 18–34, alongside the new High School Intensive, a two-week program for 105 gifted musicians ages 14–18. Year-round programs include *Sing!*, a youth choir that performs with local, national, and international partners; and the Mariposa Concert Series, featuring Academy-affiliated artists. Each summer, the Festival showcases more than 100 performances and events, including masterclasses, competitions, and a fully staged opera. ***The 2026 Summer Music Festival & School will run June 14–August 8, 2026. The complete performance lineup for the Festival will be unveiled in early 2026.***

For more information, please visit musicacademy.org.