

City of Olympia's Parks, Arts, and Recreation Department Equity in Hiring Practices



PRAC Presentation
March 17, 2022

Parks Maintenance



Internal Union Only Announcements

MAINTENANCE WORKER II
PARKS MAINTENANCE OPERATIONS

(Only AFSCME Union represented employees may apply)

SALARY: \$4,758.00 – \$5,784.32 per month

DATE OPEN: March 07, 2022

STATUS: Regular/Full-time

DATE CLOSED: March 14, 2022

New PW/OPARD Seasonal Job Announcement Overview



CITY OF OLYMPIA
invites applications for the position of:
Seasonal Maintenance Worker

SALARY: \$20.03 Hourly (Last Year \$15.25 Hourly)

OPENING DATE: 01/10/22

CLOSING DATE: Continuous

Please fill out your application as fully as possible. The City evaluates candidates based on the information provided in the online application only. **Do not submit resumes and cover letters.** Read the "To Apply" section below to learn more.

Core Values EEO Language

- ▶ The City of Olympia is an Equal Opportunity Employer, committed to a diverse workforce. Women, people of color, and people with disabilities are encouraged to apply.



Ideal Candidate Profile

The successful candidates will possess the following attributes:

- ▶ Ability to effectively and respectfully communicate to a wide variety of individuals.
- ▶ Ability to follow basic directions, as well as the ability to work independently and to quickly learn new tasks.
- ▶ Ability to work an alternate schedule that may include evenings and/or weekends.
- ▶ Ability to represent the City of Olympia in a professional manner at all times.
- ▶ Punctual, regular, reliable attendance required.
- ▶ The ability to consistently work in a safe and efficient manner.
- ▶ Perform strenuous physical work outdoors in various weather conditions.
- ▶ The ability and willingness to work collaboratively with a team to provide excellent customer service to all community members.

Requirements

- ▶ Must be a minimum of 18 years of age before starting work.
- ▶ Background Check
- ▶ Washington State Driver's License for Most Seasonal Maintenance Positions



Advertisement



- ▶ Where did we post or advertise the job announcement?
 - ▶ City's Website
 - ▶ Econet
 - ▶ Olympia High School/Capital High School
 - ▶ South Puget Sound Community College
 - ▶ Grub
 - ▶ CYS
 - ▶ New Market
 - ▶ Transitions Academy
 - ▶ Word of Mouth



Park Stewardship Paid Work Study Program





Lower Requirements for Work Study Position

- ▶ Must be a minimum of seventeen years of age before starting work.
- ▶ Background check

- ▶ Lowered the age limit to 17
- ▶ No drivers license requirement
- ▶ No work experience required



Developing and Retaining Diverse Staff

- ▶ Removed gender specific restrooms
- ▶ One restroom provides feminine sanitary products
- ▶ Built a single stall changing room in locker room
- ▶ Recently promoted two people of color from Maintenance I to Maintenance II
- ▶ Recently promoted female employee from Maintenance I to Program Assistant (equivalent to Maintenance II)



Do You Have Any Suggestions to Help Us Increase the Diversity of Our Workforce?



Questions?



Thank You!

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