



**JOB ANNOUNCEMENT**  
**Bartender**

South Coast Botanic Garden, an 87-acre urban oasis in Palos Verdes, CA, is at a tipping point toward significant success, with the recent unveiling of a stunning new \$4 million Rose Garden, a show-stopping 400 square foot Living Wall, and the arrival of Hide and Seek, a long-term exhibition of eight remarkable large-scale works of fine art sculpture. There is even more excitement to come, with a long-range Vision Plan that will reimagine the entire guest experience, including the creation of a 3.5 acre Children's Garden and a 17-acre Water Garden to be unveiled in the coming years. There's never been a better time to join this dynamic team.

**POSITION TITLE:**

Bartender

**REPORTING RELATIONSHIP:**

Reports to Manager, Food and Beverage

**JOB SUMMARY:**

The Foundation seeks a talented and driven individual to join us in expanding our Food & Beverage team. Bartenders should be experienced in mixing, garnishing and serving alcoholic and non-alcoholic drinks according to company specifications for guests at the bar. Bartenders are responsible for keeping the bar stocked and clean while always providing friendly and attentive service and adhering to company standards for serving alcoholic beverages. This position is an excellent way to learn all the workings of a nonprofit organization and make connections with the Garden community.

**RESPONSIBILITIES:**

- Mixing, garnishing and serving alcoholic and non-alcoholic drinks according to company specifications
- Helping guests choose menu items or guiding them through drink options
- Taking orders and making guests feel taken care of during their time at the venues and event
- Keeping the bar stocked and clean
- Providing friendly and attentive service
- Adhering to company standards for serving alcoholic beverages
- Ensuring compliance with all company and food and safety regulations
- Performs weekly inventory of alcohol
- Ensures alcohol is securely stored when not in use
- Performing other duties as assigned

**REQUIREMENTS:**

- Additional education, training, certificates or experience may be required
- TIPS Alcohol Certification (or comparable) preferred

- Meets state minimum age to serve alcohol
- Availability to work evenings, weekends and holidays
- Ability to work outdoors in inclement weather including cold, rain, heat and nighttime
- Positive, personable and service-focused
- Appropriately attired and groomed for position
- Basic math and computer skills
- Ability to lift up to 30 lbs

**QUALIFICATIONS:**

- 2+ years bartending experience
- Exceptional knowledge of beverage crafting
- Strong interpersonal skills with a focus on customer service
- Great problem-solving and multitasking abilities in a fast-paced environment
- Excellent time management and organizational skills

Position is part-time, seasonal and non-exempt. Must be available evenings, weekends and holidays. Please submit your cover letter and resume to [christinac@southcoastbotanicgarden.org](mailto:christinac@southcoastbotanicgarden.org) to apply.