



Resource Manager Expectations

Making Matters seeks Resource Managers that can guide our respective shops into becoming inspiring places where members want to spend time, create, and even mentor. Becoming an RM is a commitment to:

- teaching, building relationships with volunteers, and helping to inspire members. This includes fostering a schedule of regular classes, workshops, and “project nights”. We plan to offer a mix of both free sessions and revenue-generating classes with opportunities for the RM, shop leads and guest instructors.
- Be reasonably available to answer questions evenings and weekends. Participate actively in our Slack channels.
- Attend board meetings from time to time, particularly if the needs of the shops or member management issues are being discussed.
- Exhibit patience when members accidentally break things, forget to clean up a mess, or need a refresher check-out on a machine.
- Continually assess the needs of the shop, both in terms of consumable items and upgrades/expansions that should be made.

Additionally, the ideal RM will:

- Have a working knowledge of many of the major branches of their craft, and a familiarity with several other types of making especially where there is overlap
- Actually enjoy teaching
- Be receptive to helping individuals with diverse backgrounds, skill levels and learning curve get the most out of the makerspace. Embrace the MakingMatters mission statement and philosophy
- Want to see the entire makerspace succeed, including shops that are of no personal interest to them.

What this position is NOT:

- The cleaning service. Cleaning is a responsibility shared by all members.
- The maintenance department. While we would expect the resource manager to perform many of the “Level 2” fixes, our goal is to build the widest possible volunteer talent pool so the same person does not do all the work.
- The shop piggy bank. While we expect our resource managers to help stretch our budget and look for ways to prevent waste, we set aside funds for consumables and fundraise for equipment on a constant basis.

The selection of each shop’s resource manager is a function of the Making Matters Board of Directors; length of service is indefinite. Reviews will be conducted by the board on no less than an annual basis