

Job Title: Lead Barista

Location: American Village – Merchants’ Coffee House

Position Type: Full-Time (40 hours per week)

Schedule: Monday–Friday between 8:00 AM – 4:00 PM; occasional evenings or weekends for special campus events (advance notice provided)

Position Overview

The Merchants’ Coffee House at American Village in Montevallo is seeking an experienced, passionate, and creative Lead Barista to join our team.

We provide exceptional hospitality and craft-quality coffee to visitors of American Village as well as members of the local community. This role requires a strong foundation in specialty coffee knowledge, attention to detail, and a commitment to creating a warm, welcoming environment for every guest.

Key Responsibilities

- Lead and train all part-time baristas in model standards of timeliness, dedication, knowledgeability and organization
- Cultivate a team centered around communication and respect
- Prepare and serve specialty coffee beverages in a timely, craft-conscious manner
- Maintain comprehensive knowledge of specialty coffee standards, including:
 - Ratios and recipes
 - Espresso and drip machinery operation and maintenance
 - Milk texturing and traditional drink preparation
 - Craft techniques and industry terminology
- Accurately execute POS transactions and cup labeling systems, and keep the systems updated with new drinks and food items
- Maintain a rotating basis of creative and theme-appropriate specialty drinks for seasonal and special occasions
- Keep counters, coolers, and service areas inventoried, stocked, and organized; order stock for drink preparation as needed
- Assist with food preparation as needed
- Foster a hospitable, professional, and guest-focused atmosphere

Required Qualifications

- Thorough to comprehensive knowledge of the specialty coffee industry
- A team player with a strong sense of responsibility and leadership
- Excellent customer service and communication skills
- Ability to multitask in a fast-paced environment while maintaining quality standards
- Dedication to the craft of specialty coffee
- Creative thinking and problem-solving abilities

Preferred Qualifications

- Minimum of 3 years' experience in the specialty coffee industry (independent or craft-focused shop experience is preferred)
- Experience in food handling

Certification Requirement:

SERV Safe Food Handler certification is mandatory upon acceptance of the position (testing required), regardless of prior food handling experience.

Work Environment & Physical Requirements

- Indoor work environment
- May become noisy during peak rush periods; generally calm and community-oriented atmosphere
- Requires memorization and execution of drink recipes, food recipes, labeling systems, and POS procedures
- Ability to lift and carry items weighing 2–10 lbs. (e.g., milk jugs, portable beverage dispensers, refrigerated goods)

Additional Information

- 40 hours per week with benefits
- Occasional support required for campus special events (advance notice provided)

If you are passionate about specialty coffee, committed to hospitality, and desire to work in a mission-driven, community-centered environment, we encourage you to apply:

By Mail – send application items below to: American Village P.O. Box 6 Montevallo, AL 35115, Attn: Jennifer Frings/Employment

By Email – send application items below as a PDF (file size cannot exceed 9.9 MB) to jfrings@americanvillage.org

- Cover letter addressed to Ms. Frings introducing yourself and describing your interest in this position and the American Village
- Resume noting your education and/or experience (including previous employers and your position and responsibilities with each)
- Three professional references (we will not contact any reference prior to an interview or before obtaining your consent)

About Employment - The American Village is an “at-will” employer under state law; Smoke- and drug-free campus; Some weekend and holiday work is required; Before employment a candidate must certify he/she has no criminal conviction(s) for crime(s) of moral turpitude; The American Village is an equal opportunity employer.