



**ASTRAL is hiring a part time leader of People, Culture, and Compliance**

Astral is a brand leader in high quality outdoor footwear and lifejackets. Since 2002 our mission has been creating products that elevate one's experience in Nature, made consciously to preserve our water and soil.

We are a small business (under 30 employees) and very passionate about the work we do and the communities we serve. We operate from main offices in Seattle, WA and Asheville, NC, with manufacturing in Vietnam and China. We have key players located around the country and have long embraced a geographically distributed workforce.

We need an experienced, organized, culture-oriented person to help us navigate our next 7 years of rapid growth. This role reports to our CEO, and includes all things related to people, culture, and compliance.

Regarding People, you will be responsible for talent acquisition, on-boarding, compensation advice, benefits administration, payroll, and general HR support to our staff.

Regarding Culture, you will be responsible for maintaining an environment in which collaboration, personal development, open-mindedness, transparency, health, and extreme effort are all celebrated.

Regarding Compliance, you will be responsible for maintaining compliance in the areas of employment law, board administration, shareholder reporting, corporate reporting by state, and environmental laws. You will be lead on our active journey to becoming a B Corp, and will maintain compliance after certification.

Ideal candidate is excited by the opportunities and challenges of a geographically distributed workforce, and entirely comfortable with our core values and culture. Ideally, you have 10+ years in corporate HR-type work, and are seeking a flexible, part-time position. You live in or near Seattle, enjoy outdoor activities, and want to be part of a small company that is growing fast yet methodically.

Average estimated workload is ~20 hours per week to start. We offer fair compensation, solid benefits, and a challenging but fun environment. Office location is in Seattle, on the canal between Fremont and Ballard. We support a hybrid of work from home & office.

Please contact [careers@astraldesigns.com](mailto:careers@astraldesigns.com) and include a resume.