

## **Wortham Center Dress Code Guidelines for Public-Facing Staff**

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### **General Expectations**

As a community-focused arts center, we value a welcoming environment with a strong sense of place—warm, genuine, and creative. At the same time, staff represent the organization, and appearance should reflect the professional experience we aim to offer our patrons.

Professional attire at Wortham does not mean formal or expensive clothing. It means clothing that is clean, well-maintained, and appropriate for a public-facing arts environment.

To support this balance:

- Clothing should be clean and neat in appearance.
- Garments should be free of noticeable stains, excessive wrinkles, holes, or tears.
- Overall style should feel professional and appropriate for an arts center, while still fitting our community's relaxed culture.

Because patrons may visit throughout the day, staff should dress with the expectation that they may interact with the public at any time.

### **Clothing to Avoid During Public-Facing Duties**

To maintain a consistent and professional presence, the following items should generally not be worn during public-facing work unless required for a specific task:

- Sweatshirts, casual hoodies, or athletic training wear
- Sweatpants, joggers, or lounge-style bottoms
- Pajamas, sleepwear, or flannel sleep pants
- T-shirts with large commercial logos, graphics, or slogans
- Clothing that is excessively torn, distressed, or intentionally worn/aged

When in doubt, choose attire that is slightly more polished rather than overly casual.

### **Personal Presentation**

- Overall appearance should be tidy and intentional when interacting with Wortham's range of patrons—from dance students to major supporters.

- Basic personal hygiene should be maintained, so shared spaces remain comfortable for colleagues and guests.
- Clothing and footwear should allow you to perform your duties safely and comfortably.

We recognize that some workdays require more casual or task-specific clothing (such as cleaning, repairs, or hands-on projects). In those cases, attire should be appropriate for the task and adjusted if transitioning into public-facing interactions.

If you are ever unsure about appropriate attire for your role or a specific event, please consult your supervisor.