



Event Crew Job description

Our event & set up crew have the flexibility of being on call for events throughout the year. Are you looking for some extra cash to save up for your next vacation or maybe pay of some student loans? We would love to have a conversation with you to see if this position would work for you.

Function: The Event Crew (EW) assists in the completion of event set-up and tear down, general housekeeping and custodial activities for weddings, corporate events, concerts and more

Hours: part time/on call, event-specific; will include evening and/or weekend hours.

Responsibilities:

- Set-up and tear down including
- Chairs
- Tables (linens as needed)
- Pipe & Drape
- And other items as needed for events at the facility

- Can include assisting with post event cleanup as assigned
- sweeping and mopping
- Cleaning & restocking bathrooms
- Wiping down surfaces
- Check that all lights, patio heaters and fireplaces have been turned off

- Perform other duties as assigned

Note:

Event Staff do not work the events themselves, but they will be interacting with customers at times and must have a customer service-oriented attitude. The Event Staff will take direction from the Facilities Coordinator and Events Coordinator, and they must be able to work with other team members to move heavy objects safely and carefully around the space. Event Staff may also be brought in for performance bar preparation as needed.

This team member will come in before and after events, and sometimes in-between events during the week to help reset the space. This is a part-time position with flexible scheduling, but open availability is requested

Qualifications:

- Must be at least 16 years of age
- Must have the ability to work flexible schedule including long hours, nights, and weekends, as needed
- Positive and friendly attitude and persona, as this position works closely with the public.
- Be able to lift up to 50 lbs

Job Type: Part-time

Salary: From \$20.00 per hour

Benefits:

- Flexible schedule

Schedule:

- On call
- Weekend availability

Work Location: One location