



Job Title: Front of House Assistant

Blyth Festival is currently searching for candidates to fill the seasonal positions of **Front of House (FOH) Assistants** for the 2022 summer season. **This hourly contract position will start mid- June 2022 and will conclude as late as September 30, 2022.** It is anticipated that weekly hours may vary between 20 – 44 hours/week, depending on the performance schedule.

In 2022, the Blyth Festival will produce a season of four Canadian plays (1 world premiere) at the outdoor Harvest Stage. The work of this position will take place **outdoors** and involves traversing concrete, gravel and grass surfaces as well as inclines and declines.

KEY RESPONSIBILITIES

The Front of House Assistant is an integral component of the Operations teams that are responsible for ensuring the Blyth Festival meets its mandate: *to enrich the lives of its audience by producing and developing plays that give voice to both the region and the country.*

The incumbent will work closely with the Front of House (FOH) team in the execution of patron FOH services at the Outdoor Harvest Stage.

This person is expected to function as an enthusiastic and active member of the staff team that formulates and implements the plans that will make the theatre and the Festival a success.

The Front of House Assistant will:

- Participate in the set up and tear down of daily front of house operations at the Blyth Festival Harvest Stage. This may include lifting up to 40 lbs.
- Interact in a helpful, courteous and professional manner with patrons attending performances
- Work closely with Blyth Festival Front of House team to ensure patrons receive customer service excellence during their visit(s) to the Blyth Festival
- Participate in patron 'check in' procedures at the performance site. This may include COVID-19 screening as well as confirming paid tickets and/or providing direction to patrons with accessible parking needs.
- Communicate with the FOH team members about issues arising
- Attend production previews and other Blyth Festival events as required
- Assist in the supervision of volunteers, as required
- Complete and submit weekly timesheets

REQUIRED SKILLS:

- Must be 16 years of age or older
- Ability to work a variety of hours, including evenings and weekends
- Team player
- First Aid training is an asset
- Prior customer service experience an asset
- Must be able to lift 40 lbs.

VACCINATION:

To support the health and safety of our workplaces and our community, Blyth Festival requires all employees to be fully vaccinated against COVID-19 with an Approved Vaccine

COMPENSATION: \$16.50/hr + 4% vacation pay

HOW TO APPLY:

To apply for this position, send a cover letter and resume to careers@blythfestival.com. Applications will be reviewed on a rolling basis. Please include in the subject line: **Front of House Assistant**

Blyth Festival thanks all applicants but will respond only to those selected for an interview.