

COMPANY ONE THEATRE: LOBBY MANAGER



Company One Theatre seeks candidates for the position of LOBBY MANAGER for their production of Idris Goodwin's HYPE MAN: a break beat play, to be directed by Shawn LaCount.

Performances will be held in the Plaza Theatre at the Boston Center for the Arts, January 26 through February 24, 2018:

Wednesdays & Thursdays 7:30pm

Fridays & Saturdays 8:00pm

Sundays 2:00pm

JOB RESPONSIBILITIES

- Attend each performance of HYPE MAN
- Arrive 2 hours before show time to organize and prep lobby, as well as clean up during post performance
- Operate concessions and lobby bookstore during each performance
- Become TIPS certified (if not already) and serve alcoholic beverages pre/post show as needed
- Oversee setup/breakdown of audience surveys
- Maintain nightly paperwork
- Serve as the face of Company One during performances
- Attend orientation and training, at times to be determined between you and the Production Manager, as well as attending a dress rehearsal (TBD week of 1/21/18),

REQUIREMENTS

Previous experience in customer service required. Interest/experience in theatre a plus. Candidates from diverse backgrounds and/or traditionally under-represented groups are strongly encouraged to apply. Boston based candidates or those who have their own housing/transportation in the Boston-area only.

ABOUT US

Company One's mission is to change the face of Boston theatre by uniting the city's diverse communities through innovative, socially provocative performance, and the development of civically engaged artists. We value community engagement, collective decision-making, transparent communication and mentorship.

Our Core Values

- Never be satisfied
- Diverse, socially conscious thinking
- Innovation and creative problem solving
- Artistic excellence
- Development of the individual as part of the greater community

Learn more about us: <http://www.companyone.org>

HOW TO APPLY

Please submit your cover letter and resume to Sarah Cohan, HR Manager, at employment@companyone.org.