



Birmingham Children's Theatre

Position: Ushers

FLSA Status: Part Time, Independent Contractor

Salary: \$10.00/hour

The Birmingham Children's Theatre is seeking Ushers to join our dedicated and hard-working team. The Ushers are a vital part of our front of house staff, being the first greeter to the audiences at BCT.

RESPONSIBILITIES:

- Greet audience members at the Box Office with a friendly attitude
- Help coordinate large school groups to their seats on performance days, and dismiss them at the end of the performance
- Supervise school groups in the lobby when needed during lunchtime
- Help coordinate buses to drop off and parking areas
- During public performances (some Saturdays throughout the year), greet audience members, sell concessions, take tickets, hand out programs, and show audience members to their seats
- Make phone calls to schools and groups reminding them of their upcoming performance dates
- Other duties as assigned by the Audience Services Manager

REQUIREMENTS:

- Friendly, eager, outgoing, and positive attitude with an emphasis in quality customer service
- Demonstrates the ability to balance multiple duties and communicate effectively in a frequently flexible and quick-moving environment
- Must be able to work some weekends
- Experience working with large groups of children preferred

Ushers reports directly to the Audience Services Manager. Ushers are part-time independent contractors who work an average of 10-15 hours each week with flexible scheduling. Performances take place August through April; Tuesdays - Saturdays between 8:00am and 2:00pm. **All offers of employment are contingent upon successful completion of a background inquiry.**

START DATE: August 2022

TO APPLY: Please email your resume and a letter of interest, along with a list of two references, to the attention of Rose Jackson at rose@bct123.org. Please type "Usher" in the subject line. No phone calls, please.

Birmingham Children's Theatre exists to educate, entertain and enrich the lives of children through the magic of professional theatre. One of the nation's oldest and largest professional theatre companies for young audiences, BCT produces high-quality, professional theatrical entertainment and curriculum-relevant arts education experiences for children and families. For more information, visit www.bct123.org

Birmingham Children's Theatre is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. BCT is committed to building a team that represents a variety of backgrounds, perspectives, and skills.