

---

**Position/Title:** Usher, SummerStage

**Start Date:** May 18, 2015

**Rate:** \$10.00 / HR

**Application Deadline:** May 20, 2015

**Contact:** Please send resume and cover letter to [jobs@cityparksfoundation.org](mailto:jobs@cityparksfoundation.org)

### **POSITION SUMMARY**

Ushers provide excellent customer service to guests throughout our Mainstage venue in Central Park. Ushers will be assigned various positions throughout the venue including: VIP guest list check-in, merchandise, entrance greeting and social media/marketing. Assigned positions may vary based on show needs.

### **QUALIFICATIONS**

- Strong interpersonal and communication skills.
- Ability to work under pressure in a fast-paced environment.
- Extremely organized, responsible and punctual.
- Must be at least 18 years old and have completed one (1) year in college and/or possess 1 year of job experience.
- Prior knowledge of City Parks Foundation and SummerStage a plus.

### **REQUIREMENTS**

- Greeting guests as they enter the venue and managing audience flow inside venue.
- Assisting Merchandise Coordinator in selling SummerStage and artist merchandise.
- Assisting Guest List Coordinator in checking in guests and maintaining check-in area.
- Providing onsite support to Marketing team for ongoing social media campaigns.
- Managing hospitality inside our SummerStage VIP and Member areas, including but not limited to: set up; stocking and refreshing beer, wine and water; serving beverages and/or snacks to members and VIP guests; stocking marketing materials and managing customer service.
- Answering audience questions regarding seating, event times, venue amenities, beverage and food service, etc.

- Other duties as assigned.

## **ABOUT CITY PARKS FOUNDATION**

City Parks Foundation (“CPF”) is the only independent, nonprofit organization whose mission is to offer programs in parks throughout the five boroughs of New York City. We work in more than 350 parks citywide, presenting a broad range of programs in an effort to promote healthy and vibrant communities. Our initiatives reach 425,000 people each year. Artistic, athletic, educational and park advocacy programs connect high needs communities with their local green spaces. CPF helps turn New York City’s parks into centers of community development, while helping to create strong local leaders. The majority of our programming is provided at no cost, and we work in neighborhoods that would not otherwise have access to such resources. Signature programming includes: SummerStage, Partnerships for Parks, shows at the Swedish Cottage Marionette Theater in Central Park, Tennis/Golf/Track & Field sports programming for kids and seniors, and educational partnerships that promote healthy living and teach environmental science.