



BABY BROADWAY / BABY GOSPEL FRONT OF HOUSE ASSISTANT

We are looking for a Front of House Assistants to run our popular family concerts 'Baby Broadway' and 'Baby Gospel'.

Front of House Assistants are key members of our Baby Broadway teams and will manage the running of our events under the supervision of Front of House Manager, who has oversight of customer care, Health & Safety and event management.

You will be organized and efficient, great with people, and help creating a welcoming environment that sets the tone for a fun family experience.

This is a part-time ongoing role with shifts offered across fixed show dates. You may be part of a small pool of staff who share shifts so this position would suit someone who works flexibly around other commitments.

DUTIES & RESPONSIBILITIES

You will be the first point of contact for the audience members, welcoming them and checking tickets and answering any queries. Our audience is made up of adults and carers with young children aged approx. 0 – 7, and we are also an Age-Friendly event so we welcome older audience members accompanying friends and family.

You'll help set up the venue and tidy away at the end, under the direction of the FOH Manager.

You'll be escalating concerns or incidents to the management team as necessary.

WHO ARE WE LOOKING FOR?

You're friendly, personable and reliable, possibly with customer service or events experience. You're a warm and friendly communicator who has great time keeping. You enjoy being in an environment with very young children and have a keen interest in the performing arts.

You are a quick thinker with the ability to problem solve and keep events moving along swiftly and calmly.

If you have knowledge of setting up basic sound equipment, that is advantageous but by no means a requirement.

You may have first aid training and are DBS checked, but this is not essential for applying.

ADDITIONAL INFO

Shifts across these dates:

October 14 - 17th, 21st - 23rd, 25th - 29th

November 5-7th & 13th

December 5th - 23rd

(and beyond into 2022...)

Hours:

Can be subject to change but usually 10am - 12pm or 3pm - 5pm

Sometimes both in one day

Rate of Pay:

£25 + travel per show if within the M25

£30 + travel if outside M25

This is a self-employed / freelance role, not PAYE so you need to be responsible for paying your own tax and National Insurance.

Baby Broadway believes in equal opportunities and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

HOW TO APPLY

Email CV and covering letter to Anna at babybroadwayuk@gmail.com