



ROLE DESCRIPTION
Hosting at “Salon Perdu”
Friday 18 October to Saturday 2 November 2013

The primary role of a Host is to assist with the delivery of an enjoyable and safe experience for Festival audiences at the Spiegeltent. Hosts will help create the unique Spiegeltent atmosphere and maintain a high level of customer care providing practical assistance both inside and outside venues.

Our Festival Stewards and Festival Hosts represent a large proportion of those carrying out public roles during the Festival and therefore, as far as the audience is concerned, these individuals are as much the “face” of the Festival as the full-time staff. It is therefore important that Hosts present themselves in a positive and professional manner at all times.

The Festival is unable to provide transportation or travel expenses and Hosts will need to make their way to and from The Spitfire Ground, St Lawrence, Old Dover Road.

As there are two shows a night on most evenings Festival Hosts will ideally be available to work from 6pm to 11pm on three or four consecutive days.

Our Hosts need:

- personality and the ability to help create the “Spiegeltent” atmosphere
- excellent communication and interpersonal skills to deal with a range of enquiries from members of the audience
- a flexible, pro-active and hands-on approach and willingness to undertake a variety of basic tasks (for instance, stacking chairs and re-setting the venue inbetween shows)
- a friendly disposition
- commitment and reliability and be team players

Core Tasks:

- assisting the Spiegeltent Manager and/or Festival Team members to set up and rearrange seating as required
- greeting customers on arrival at Salon Perdu and generally assist in keeping the entrance queue orderly and engaged
- ensuring venue is tidied up between performances
- checking tickets of those arriving
- showing audience members to their seats
- answering simple questions from audiences members
- helping to clear the venue at the end of the performance
- assisting the Spiegeltent Manager as appropriate in the event of an emergency, (NB : instructions will be given)

100% attendance and application is required.

In return you will gain experience in front of house, event management, customer care, festival timetabling and first-hand experience of the running of a Spiegeltent. A reference will be provided post Festival.

