



Usher (Seasonal, June)

The Princeton Festival is the premier summer program of the Princeton Symphony Orchestra (PSO), a cultural centerpiece of the Princeton community and one of New Jersey's finest music organizations. Since 2005, The Princeton Festival's annual season has offered a multi-genre festival of the performing arts, including fully-staged operas, musical theater, jazz, chamber music, symphonic concerts, piano, organ and vocal recitals, dance, world music, and a piano competition. The Festival also offers a free public lecture series prior to each season and engages students and adults alike through its intergenerational community programs. It features nationally-renowned professional artists and regularly collaborates with other New Jersey performing arts organizations.

June 2022 will, for the first time, see the Festival presented in an outdoor performance tent built on the grounds of Morven Museum & Garden in Princeton, NJ.

JOB TITLE

Usher (Seasonal, June)

POSITION

An Usher's role is to be responsible for the seating and the safety of patrons during performances while providing exemplary customer service to all patrons of the PSO. This is a part-time, temporary position for performances that take place during the Princeton Festival in June 2022. This position reports to the Director of Patron Experience, and works closely with and is supervised by the House Manager.

ESSENTIAL JOB FUNCTIONS

- Politely directing and escorting patrons to their seats.
- Providing patrons with programs and other relevant materials such as ADA services.
- Be aware of and enforce appropriate house rules.
- Must be aware of, and follow, the proper procedures for assisting patrons with disabilities.
- Attend pre-event Usher meetings and other trainings as required by management.
- Remain at assigned post throughout the event to be able to provide patrons with assistance.
- Visually sweep the performance space after the concert to check for potential safety issues, cleanliness, and lost and found items.
- Maintain knowledge of performance venues including parking, directions, and accessibility.
- Stay current on events scheduled for the Festival and other PSO programs in order to accurately answer patron questions.

QUALIFICATIONS

- Attention to detail.
- Customer service experience, preferably in the entertainment, non-profit arts or hospitality industries.
- Ability to initiate interactions with patrons.

- Ability to maintain a high level of poise and professionalism in all circumstances.
- High standards of integrity, credibility, and reliability.
- Works well independently and in a group setting, a true team player.
- Must have a reliable form of transportation.
- Ability to work a flexible schedule including days, evenings and weekends.

COMPENSATION

This is a part-time, temporary position for performances that take place as part of the Princeton Festival. The Princeton Festival takes place June 10-25, 2022 with a total of 15 performances. This position has several shifts available that take place evenings throughout the week. Total hours will be approximately 20 hours/week. Pay: \$15/hour

Shifts available (exact hours subject to change):

- Friday, June 10, 2022: 5:00 pm – 10:00 pm (5 hours)
- Saturday, June 11, 2022: 5:00 pm – 10:00 pm (5 hours)
- Sunday, June 12, 2022: 5:00 pm – 10:00 pm (5 hours)
- Monday, June 13, 2022: 5:00 pm – 10:00 pm (5 hours)
- Tuesday, June 14, 2022: 5:00 pm – 10:00 pm (5 hours)
- Wednesday, June 15, 2022: 5:00 pm – 10:00 pm (5 hours)
- Thursday, June 16, 2022: 5:00 pm – 10:00 pm (5 hours)
- Friday, June 17, 2022: 5:00 pm – 11:00 pm (6 hours)
- Saturday, June 18, 2022: 5:00 pm – 10:00 pm (5 hours)
- Sunday, June 19, 2022: 5:00 pm – 11:00 pm (6 hours)
- Tuesday, June 21, 2022: 5:00 pm – 10:00 pm (5 hours)
- Wednesday, June 22, 2022: 5:00 pm – 10:00 pm (5 hours)
- Thursday, June 23, 2022: 5:00 pm – 10:00 pm (5 hours)
- Friday, June 24, 2022: 5:00 pm – 10:00 pm (5 hours)
- Saturday, June 25, 2022: 5:00 pm – 10:00 pm (5 hours)

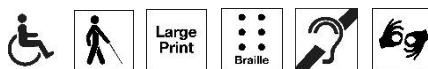
OTHER

All Princeton Symphony Orchestra employees and on-site contractors are required to be fully vaccinated against COVID-19, and must have received any booster shot for which they are eligible, as well as any future booster shot that may be required.

HOW TO APPLY

Submit a resume and cover letter to employment@princetonsymphony.org with “Usher - Festival” in the subject line. **Application deadline: April 1, 2022.** All applications will be treated as confidential.

Electronic submissions only – no phone calls. If you require any assistance or accommodations during the interview process, please include this information when submitting your application.



The Princeton Symphony Orchestra (PSO) is deeply committed to a thoughtful, honest, and ongoing self-examination of how we are applying principles of equity, diversity, and inclusion (EDI) and antiracism within our organization. Individuals who bring diverse backgrounds and perspectives are encouraged to apply. It is our policy to provide equal employment opportunity to all persons regardless of age, color, national origin, citizenship status, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, status as a qualified individual with a disability, or any other characteristics protected by federal, state, or local law.