



## **Seasonal: Facility Assistant (June – September)**

**Cape Cod Melody Tent, Hyannis MA South Shore Music Circus, Cohasset MA**

Successful candidate will commit to working the whole summer season, including weekends and evening and be a flexible team player who can work with the direction of SSMC Facilities Manager.

### **Duties & Responsibilities:**

- Assist with and perform maintenance of entire facility including grounds, equipment and production areas, including but not limited to painting, cleaning, raking, parking lot & bathroom maintenance, Covid requirements as well as other facility tasks as needed
- Open and close facility as instructed by the Facility Manager
- Proactively monitor overall facility at all times, recognize safety concerns and initiate course of action to address any issues
- Review department priorities with Facility Manager daily
- Assist with staff scheduling as requested

### **Required Skills and Qualifications:**

- Friendly and energetic team player, with the ability to stay calm, pitch in and provide clear direction and leadership during busy times.
- Self-starter who can be productive during slower times
- Must be professional and courteous to both patrons and staff
- Provide guidance and assistance in emergency situations based on training provided
- Communicate and coordinate effectively with management, peers and patrons
- Strong work ethic, with a can-do attitude team player who is flexible and can multi-tasking under pressure.
- Access to reliable transportation and regular access to email
- Due to the nature of our business, all employees must be fully vaccinated

### **Education, Experience & Training**

- Must be 21 years of age with a High School diploma or equivalent
- At least 1 year of security guard (or equivalent), grounds/facility crew and/or Customer Service experience
- Formal public safety, event safety, or crowd management training and experience a plus
- Must be able to lift and carry 50 lbs. for 25 yards; capable of standing, walking, twisting, bending and climbing stairs on a frequent basis
- Able to operate facility equipment – lawn mowers, tractor, saws, clippers etc. and work independently with minimal supervision

*Cape Cod Melody Tent in Hyannis, MA and the South Shore Music Circus in Cohasset, MA, are sister venues, each with a 2300 seating capacity for all-ages, are seasonal tented outdoor theaters. We have been presenting national touring live music, children's theater, and comedy performances continuously for over 70 years.*

To Apply: Please email your resume to [jobs@themusiccircus.org](mailto:jobs@themusiccircus.org)

or apply online at <http://www.melodytent.org/contact/employment-opportunities/>

or <http://www.themusiccircus.org/contact/employment-opportunities/>