



**Seasonal: Facility Assistant (May – September 2024)
Cape Cod Melody Tent, Hyannis MA**

Successful candidate will have consistent availability throughout the whole summer season, including weekends and evening and be a flexible team player who can work with the direction of CCMT 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.
- Take additional instruction from the Operations 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
- 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, hedge clippers etc. and work independently with minimal supervision

Cape Cod Melody Tent, located in Hyannis, MA, is a 2300 seat all-ages, seasonal, tented outdoor theater. We have been presenting national touring live music, children's theater, and comedy performances continuously for over 72 years.

Benefits and pay commensurate with experience: Up to \$23 per hour

To Apply: Please email resume and cover letter to jobs@themusiccircus.org