

# Sidney Sussex College May Ball 2016

## Available work positions

HR Officer: Alexandra Kamieńska ([hr@mayball.com](mailto:hr@mayball.com))

3<sup>rd</sup> January 2016

**Please note:** *the pay quoted is for working for the whole duration of the Ball; we expect we will need our workers to work between 7PM and 5AM but this may be subject to change.*

### Area Manager £90

-Experience preferred, although not necessary

-You will be responsible for overseeing the events within a designated area of the Ball. You will need to ensure workers take breaks as timetabled and keep the area clean. Communication with Control Managers on the Committee will be required to report back any issues in your area via radio. You will also have the power to reallocate workers in your area as you see fit. We would like you to possess great problem solving skills and show initiative. You will need to enjoy managing people and be able to remain focused for the duration of the Ball.

### Bar Manager £85

-Experience preferred, although not necessary

-You will work closely with the Drinks Officer to ensure the smooth running of bars. This will include making sure they are as well stocked and that Bar Assistants are operating effectively and remaining motivated. You will communicate with Area Managers if workers need to be reallocated. This role will be suited to somebody who will be able to manage and prioritise a large number of tasks and will take initiative to solve problems quickly.

### Stage Manager £85

-Experience preferred, although not necessary

-You will be in charge of managing the changes of acts on your designated stage, liaising with the Ents Officers throughout the Ball to ensure performances run to schedule. This will include guaranteeing instruments are in place when required and acts are prepared to go on stage at the correct times. We are looking for people with excellent organizational and interpersonal skills who are willing to use their initiative.

### Green Room Assistant £70

-Experience preferred, although not necessary

-You will be on hand to assist the main stage acts with their requirements throughout the night. You will be working in the Green Room and the Main Stage. We are looking for people with great organizational skills who have the flexibility to meet the needs of the acts. It would be preferable for you to have previous experience in this area.

#### Catering Assistant £68

-Experience not necessary

-You will help to serve food to guests, working alongside caterers and taking instructions from the Food Officer. You will need to be able to work efficiently whilst maintaining a cheerful nature with guests.

#### Bar Assistant £68

-Experience not necessary

-You will assist in serving drinks to guests, working alongside professional bar staff and taking instructions from the Drinks Officer and Drinks Manager. You will need to be able to work efficiently whilst maintaining a cheerful nature with guests.

#### Steward £68

-Experience not necessary

-You will be on hand to help guests at the Bar on their request, and be required to control numbers of people in particular areas. At the beginning of the evening you may be required to assist with the check-in of guests. The role of Steward includes that of Fire Steward and you need to attend a training session prior to the Ball. We will be looking for people who will act professionally and take the safety of our guests seriously, whilst maintaining a friendly disposition.

#### Attractions Assistant £68

-Experience not necessary

-You will be involved in the running of attractions at the Ball. You will need to be able to ensure the attraction runs smoothly whilst maintaining a cheerful nature with guests.

#### General Worker £68

-Experience not necessary

-We will need to relocate workers during the Ball to meet demands and carry out unforeseen tasks. This role will suit you if you would enjoy carrying out a range of duties.