

AN OPPORTUNITY TO JOIN A GREAT TEAM!

JOB TITLE	Event Staff - Greeters
DEPARTMENT	Operations
REPORTS TO	Event Manager

ABOUT USDAN

Usdan has been recognized as a Top Nonprofit Workplace in 2021, 2022, and 2023! Usdan opens a world for children to joyfully express their creativity and develop their artistic skills. Each summer, teachers and artists – actors, directors, playwrights, painters, sculptors, musicians, composers, dancers, poets, and novelists – come together to teach and collaborate with our campers, ages 5 to 18. Set on 140 acres of natural beauty in Wheatley Heights, Long Island, NY, Usdan is a safe, welcoming place within which campers have the freedom to build new friendships, explore nature, develop personal independence, and have fun, alongside their art making.

ABOUT THE RISE

RISE of the Jack O'Lanterns is a unique and immersive family-friendly walk-through experience which features over 7,000 hand-carved jack o'lanterns, 3,000 specialty lanterns, hundreds of family-friendly Halloween-themed displays, and the world's longest jack o'lantern trail! It is one of Long Island's original and most visited fall events!

POSITION SUMMARY

Event Staff are entry-level positions who join the small team at Usdan Summer Camp for the Arts on our 140-acre, architecturally significant campus. We are looking for Greeters to work irregular hours for live events in outdoor spaces around campus. Greeters collect tickets, assist guests in navigating the campus during the event and identify items that may need attention from other departments. No prior experience is required, we are willing to train!

RESPONSIBILITIES

- Greet patrons in a warm and welcoming manner.
- Verify and collect tickets for each patron entering the event.
- Assist patrons in a warm and welcoming manner.
- Remind patrons of no smoking rules.
- Provide emergency instructions.
- Ensure patrons adhere to safety rules.
- Ensure greeting area is tidy.
- Identify problems that need attention from other departments.
- Other duties as assigned.

QUALIFICATIONS

- Must be at least 16 years old.
- Ability to meet physical demands of the job, which includes standing and walking for long periods of time and lifting heavy loads up to 50 pounds.
- Strong interpersonal skills required.
- Customer service skills preferred.
- Ability to work in a fast-paced environment.
- Ability to work nights, weekends, and irregular hours.
- Willing and able to work in all weather conditions.
- Capacity to work both independently and as a team.
- Ability to take direction and complete tasks assigned by supervisors.
- Honest and ethical.
- Can-do attitude with the ability to find “yes”.
- Ability to maintain a positive outlook and a “go with the flow” attitude.
- Have a reliable means of transportation.
- Ability to be punctual and reliable.

SEASON DATES AND TIMES

- Orientation on October 1 from 6:00 p.m. – 10:00 p.m.
Varying shifts from:
- October 4 – October 6: Between 6:15 p.m. – 10:30 p.m.
- October 10 – October 13: Between 6:00 p.m. – 11:00 p.m.
- October 16 – October 20: Between 5:45 p.m. – 11:00 p.m.
- October 23 – October 28: Between 5:45 p.m. – 11:00 p.m.

COMPENSATION

- \$17/hr

TO APPLY

- Please apply through our online application: <https://www.usdan.org/employment>
- PDF files are preferred attachments. No phone calls please.

Usdan Center for the Creative and Performing Arts a/k/a Usdan Summer Camp for the Arts is an equal opportunity employer and is committed to creating an inclusive environment for all employees. We welcome applicants from diverse backgrounds to apply their unique backgrounds, perspectives, skills, and talents to foster an open, cooperative, and dynamic environment where employees and Usdan alike can thrive. All employment is decided on the basis of qualifications,

USDAN SUMMER CAMP FOR THE ARTS



merit, and business need.