



ASH Productions is a company that currently produces a season of 20+ events in cities across the United States from October to July. Candidate must be able and available to travel to all events via airplane on Wednesday, Thursday or Friday, and return on Sunday or Monday following each event. We are currently seeking Event Staff for our upcoming 2023/2024 Tour.

Who are we looking for?

- Someone with general knowledge and command of social media platforms, i.e. Instagram, TikTok, Facebook.
- Someone who manages a crowd with grace and patience.
- A person with *Excellent* customer service abilities and experience.
- Someone with knowledge of the dance convention industry.
- Someone who has excellent verbal and written skills.
- A person with a Well-developed sense of urgency, precision, and efficiency.
- ***Reliability, punctuality and ability to work in a deadline oriented team atmosphere.***

What are the qualifications needed?

- Incredible organization and efficiency.
- Various administrative tasks as assigned by the Convention Manager.
- Independent, practical, and driven.
- Proactive, goal-oriented mindset.
- Pursue tasks with a constant sense of urgency and purpose.
- Control a crowd with grace and patience.
- Meticulous, with a strong drive to finish tasks given.
- Proficiency in Mac computer systems.
- Excellent Sales/Customer service.
- Knowledge of the dance convention industry a plus.
- Excellent verbal and written skills.
- Reliability, punctuality and ability to work in a deadline oriented team atmosphere.
- Experience with registration software or ability to learn incredibly quickly.

What are the job duties?

- Load-In and Load-Out of pre-function and office space at each event.
- Executing sales on merchant platforms for Photo/Video (Zenfolio) and Merchandise (Shopkeep).
- Connect with clients to solve on-site issues which may be different at each event.
- Detailed setup and organization of specific Registration materials for each client at each event.
- Coordination of backstage, holding room, and facilitating traffic control throughout the event space.

Travel

Candidates must be able and available to travel to all events via airplane from your home airport on Wednesday, Thursday or Friday and return on Sunday or Monday following each event. Flight, hotel, and transportation to and from the host city airport are covered by ASH. Staff is responsible for their own transportation to and from their home airport.

Compensation:

Day Rate per Event Day.

ASH Productions is an Equal Employment Opportunity employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, marital status or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities. ASH celebrates diversity and commits to creating an inclusive environment for all employees and subcontractors. The company's goal is to remove barriers to employment that are faced by racialized groups and encourage applicants of all genders, abilities, and ethnic, socio-economic, religious, and educational backgrounds. ASH believes that a team with a variety of perspectives and skills is critical to our growth as an organization, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool. For further information about ASH, please visit www.ASHDance.com