



## **Downtown Tempe Part-Time Event Staff**

If you are seeking an opportunity to be part of events in Downtown Tempe, than the Part-Time Event Staff position may be for you. This position is for on-site event support on weekends and evenings. This is a fast paced environment where hard work, creativity and quick decision making are key.

### **Responsibilities**

- On-site at Downtown Tempe Events (see schedule below)
- Work under the direction of the Event Manager
- Event set-up, execution and teardown
- Interact with event vendors, volunteers and attendees
- Personable and welcoming to all event attendees
- Other projects and event tasks as assigned

### **Qualifications**

- Team player
- A positive attitude, high energy and stamina
- Able to lift 30 pounds
- Able to work outside in extreme temperatures
- Availability to work majority of the event dates
- Event experience a plus
- Arizona Department of Liquor Basic Title IV Certificate a plus

### **Event Schedule**

- Foodie Fri-Yays
  - Dates: May 6, May 13, May 20, May 27
  - Time Frame: 2PM – 10PM
- Park After Dark
  - Dates: June 11 & 25, July 9 & 23, August 13 & 27, September 10 & 24
  - Time Frame: 5PM – 11PM
- Juneteenth
  - Date: June 19
  - Time Frame: 5PM – 11PM
- Additional event dates may come available

### **Assignment**

Please answer the following questions.

1. What is a memorable event that you have attended? What about the event made it memorable?
2. Why are you interested in this position and how are you a good fit?

### **Additional Information:**

Submit your resume and answers to [events@downtowntempe.com](mailto:events@downtowntempe.com). The hours of this position will vary per week based on the events. Downtown Tempe Authority is located at 1 W. Rio Salado Pkwy, Tempe AZ 85281 and all events are held in the Downtown Tempe area.

Parking: provided

Rate of Pay: \$15/hour

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.