



## **Seasonal Front of House Staff**

Hudson Valley Shakespeare is currently seeking energetic, driven, and punctual Guest Ambassadors to fill multiple Front-of-House (FOH) positions.

### **About HVS**

Hudson Valley Shakespeare (HVS) is a professional nonprofit theater company that presents a rotating repertory season of Shakespeare and contemporary plays and musicals in an open-air theater from June through September.

The company's spectacular 98-acre campus serves as a vibrant hub for the local community, a cultural and educational anchor for the region, and a national model for environmental sustainability in the performing arts. In the summer of 2026, HVS will welcome audiences to its first-ever permanent home, the Samuel H. Scripps Theater Center, designed by the celebrated architecture firm Studio Gang. Protected from the elements but open to the landscape, the Scripps Theater Center will be the first purpose-built LEED Platinum theater in the United States.

### **About the Role**

If you love theater, the Hudson Valley, and connecting with people in a dynamic outdoor environment, we have a wonderful opportunity on our Guest Services team. As part of our Front-of-House team, you'll create an exceptional experience for every guest, ensuring a smooth, enjoyable visit from arrival to departure. This role is a hands-on opportunity to gain customer service experience while working at a vibrant nonprofit theater company.

Duties include welcoming guests, answering questions, assisting with guest transportation around campus, scanning tickets, maintaining safety, implementing venue policies, supporting crowd control, and assisting attendees during emergencies. Applicants should expect to interact with a diverse group of audience members, donors, artists, and production and administrative staff, and be comfortable working outdoors, standing and walking for extended periods in Hudson Valley summer weather (heat, rain, and cool evenings).

## **Duties include, but are not limited to:**

- Provide excellent customer service by informing guests about the campus layout, parking, restrooms, concessions, dining, and seating sections.
- Assist guests with accessibility needs, including supporting enhanced performances and coordinating golf cart transportation.
- Scan tickets and direct patrons to their seats inside the theater.
- Drive patrons with accessibility needs using our complimentary golf cart shuttle service.
- Clean, sweep, and prepare the theater before house opens.
- Sort and maintain waste stations in accordance with our sustainability mission.
- Be prepared to respond to emergencies, filming, or other disruptions during performances.
- Clean the theater tent at the end of the night and assist with closing procedures.

## **Requirements**

This position runs from mid-May/June through September for the 2026 season.

We are seeking candidates available to start as early as mid-May through the end of the season (September 27). However, we will be hiring on a rolling basis, so we encourage you to apply even if you cannot work the full season.

- At least 2 years of customer service experience
- Valid driver's license
- Strong attention to detail and accuracy
- Organized, articulate, energetic, and able to work well under pressure to meet customer needs and resolve concerns efficiently
- Ability to work in various weather conditions, including rain, heat, and cool evenings
- Strong work ethic and ability to collaborate with others
- A passion for theater or the performing arts is preferred

## **Experience**

Applicants should be willing to complete in-depth training in customer service, cash handling, safety and evacuation procedures, anti-racism and inclusion, and other necessary skills. Additional requirements, such as heavy lifting and driving golf carts, may apply.

This position reports directly to the Guest Services Manager. Hiring, payroll, and training will be conducted in conjunction with the Director of Marketing & Communications.

### **Hours and Availability**

Candidates must be available for evening and weekend shifts, with a minimum of 20 hours per week during the season (June 6–September 10). This is required for all staff. Shifts typically run from 4:30 PM to 11:00 PM, with some exceptions for matinees and special events.

**Compensation:** \$17.50

This is an on-site position at HVS's new property, located at 2015 Route 9, Garrison, NY.

### **To Apply**

To apply, please send your resume and a cover letter in PDF format to [jobs@hvshakespeare.org](mailto:jobs@hvshakespeare.org) with the subject "[Your Name] – Front-of-House". *No phone calls, please.*

*HVS is an equal opportunity employer dedicated to building a culturally diverse and equitable environment, and we strongly encourage applications from people of color and women. Candidates from populations underrepresented in the theater field are strongly encouraged to apply.*