



Bartender
St Jacobs Country Playhouse – Contract Position

ORGANIZATION DESCRIPTION

Drayton Entertainment is a registered, not-for-profit charitable organization and one of Canada's most successful professional theatre companies. We present the finest in live theatre for all ages at seven unique venues across Ontario: the Drayton Festival Theatre in Drayton, Huron Country Playhouse and Playhouse II in Grand Bend, King's Wharf Theatre in Penetanguishene, and St. Jacobs Country Playhouse and the Schoolhouse Theatre in St. Jacobs, and the Hamilton Family Theatre Cambridge.

Reports to Facility Manager

Function The Bartender manages the lobby areas for all theatre productions and events, including organizing the proper arrangement of product, equipment, space and supplies to meet the theatre's needs for all functions.

Duties and Responsibilities shall include but not be limited to:

- Order, stock, and sell all concessions.
- Track sales, inventory, and purchases.
- Maintain accountability to the Facility Manager regarding inventory, sales, and incoming product.
- Balance cash and prepare bank deposit after each shift.
- Secure revenue after every performance and event.
- Track inventory accurately by performing daily physical inventory counts.
- Communicate any issues with the operation of all lounge equipment to the Facility Manager.
- Provide assistance to the Facility Manager and House Manager for receptions and events.
- Adhere to health and safety laws concerning the serving and handling of all products.
- Comply with all liquor laws as they pertain to the facility.
- Provide superior customer service, including knowledge of product, theatre programming, directions, and other common customer inquiries.
- Assist with Fire Safety Plan and Emergency Procedures.

Required Skills:

- The Bartender must have an intense desire to work with the public.
- Evening and weekend work is required, per theatre programming.
- Excellent customer service skills.

Other qualifications include:

- Emergency First Aid Training is an asset.
- Smart Serve Training & Certification required.

Term: Contract position; May 30 – June 22 and July 17 – August 3.

For consideration, interested candidates should respond by **May 3, 2019** to:

Ellen Berwick

Director of Audience Services

Email: ellenb@draytonentertainment.com

Drayton Entertainment welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.