

<b>JOB TITLE</b>	Theatre House Manager
<b>DEPARTMENT NAME</b>	Drama Department
<b>JOB LOCATION</b>	Campus Theatres
<b>CONTACT/SUPERVISOR</b>	Brandon Petty
<b>PHONE NUMBER</b>	206-685-2291
<b>EMAIL ADDRESS</b>	vendetta@u.washington.edu
<b>BOX NUMBER</b>	353950
<b>EMPLOYMENT PERIOD</b>	Summer Only [ ]      Sum & Acad Year [ ]      Acad Year Only [ x ]
<b>HOURS PER WEEK</b>	Sum: 40 hrs/wk [ ]      up to 19 hrs/wk [ ]      Acad Yr: up to 19 hrs/wk [ x ]
<b>RATE OF PAY</b>	\$9.50

**Duties and Responsibilities:**

Opening and closing theatres for School of Drama performances  
 Supervising ushers during performances  
 Setting up and managing concessions pre-show and intermission  
 Helping set up small receptions on opening nights  
 Collecting tickets/programs

**Minimum Qualifications**

Experience supervising others  
 Availability during the evenings Tuesday-Saturday, and Sunday afternoons (schedule will be shared between two managers, but must be willing to work some weekend nights)

**Educational Benefits:**

Exposure to theatre  
 Some down-time during job for studying  
 Opportunity to learn managerial skills

**OFFICE USE ONLY**

Job Class Code: 0875 0872 Grad: 0881 0882 0883  
 51% Comp. to Classified: Yes [ ] No [ ]  
 State [ ] Federal [ ]  
 Open [ ] Closed [ ]

**JOB NUMBER:**

11DRAM07

**JOB CATEGORY:**

ARTS/MEDIA