



Front of House Assistants - Criterion Theatre

We are looking to recruit a team of Front of House Assistants for the run of **Amélie the Musical** at the Criterion Theatre. The production is scheduled to open on Thursday 20th May 2021 and run until Saturday 25th September 2021. Please note that our opening date is subject to the Government roadmap allowing for socially distanced audiences to attend indoor theatre events.

We are looking for people who are able to provide an exceptional level of customer service as we return to performances after the pandemic closures. This role will require someone who is able to adapt quickly to new ways of working as we would anticipate a variety of changes to how the front of house operation works as we go further into the government roadmap.

Performance Times from 1st June 2021

***Please see below for 20th May - 31st May 2021 times**

Tuesdays: 7.30pm performance

Wednesdays: 2.30pm & 7.30pm performances

Thursdays: 7.30pm performance

Fridays: 7.30pm performance

Saturdays: 2.30pm & 7.30pm performances

Sundays: 3pm performance

*Saturday 22nd May no matinee, Sunday 23rd May no performance, Monday 24th May 7.30pm performance, Wednesday 26th May no matinee, Sunday 30th May no performance.

You must be able to work all of the shift times listed. We are not able to offer contracts that only cover certain days. If you are unable to commit to working all 8 performances per week please do not continue with your application. As the role includes bar sales we do require applicants to be aged 18 or over.

Shifts begin 1 hour prior to the performance time listed. The show is due to be 2.5 hours, including the interval, so shifts are scheduled to finished 2.75 hours after the performance time listed which allows time for the audience to exit. A standard shift would be 3.75 hours but could be longer if the show is delayed in starting for any reason. Your contracted hours for a standard week would be 30.75 hours (Sunday is a 4.5 hour minimum call).

The Criterion Theatre is a London Living Wage Employer and the rate of pay is £10.85 per hour.

Training shifts will take place on the 18th and 19th May 2021, you must be able to attend these sessions prior to being able to start the role on 20th May 2021.

The closing date for applications is Thursday 15th April 2021. Completed application forms and equal opportunities forms should be emailed to recruitment@criterion-theatre.co.uk. Our equal opportunities form is to enable us to ensure our recruitment is fair and should you chose to complete it will not be seen by the recruitment panel and will not impact any decision regarding your job application.

Interviews are planned to be held between 19th April - 3rd May 2021, we are anticipating a high number of applications and those dates may extend. All candidates, selected for interview or not, will be contacted by 4th May 2021. Please do not contact us before that date to check on the status of your application.

Please contact us at recruitment@criterion-theatre.co.uk if you need the application form in an alternative format or if you require any reasonable adjustments to the selection process, including interview (for example physical access, communication support, personal support). The Criterion Theatre is an Equal Opportunities employer and treats all applicants for employment fairly, actively promoting equality of opportunity and welcomes applications from a wide range of candidates.

The application form and equal opportunities form have been provided in a PDF with fillable sections. This should be compatible with any computer you use. If you do not have access to a computer to be able to complete your application form please contact us at recruitment@criterion-theatre.co.uk.