



Job Title: Attendant

About Sarasota Opera

Sarasota Opera, which owns its 1926 historic theater, renovated in 2008, produces a winter festival season with four operas in repertory from January to March, and a fall season of varying size. Throughout both seasons, Sarasota Opera offers additional special events and concerts.

Purpose of Position

Attendants aid the Development staff in running the Opera Club as smoothly as possible.

Before the Show:

- Check your assigned area for readiness and alert the House Manager if the area needs attention.
- Attend the usher meeting.

What is the Simonsen and Montminy Opera Club?

The Simonsen and Montminy Opera Club is located on the second floor of the Opera House. Memberships are open to everyone.

The Opera Club is open an hour and fifteen minutes before each of the Sarasota Opera performance and is open for each intermission. It is not open for rentals (ballet, orchestra, etc.). Complimentary wine, soft drinks, coffee, desserts and hors d'oeuvres and a cash bar are offered inside. There is also a private restroom available for members.

Opera Club Responsibilities and Duties

- Opera Club Attendants make sure only members and their guests are admitted into the Opera Club and the associated private restrooms.
- Attendants will help set up the room with food and drink, clear the tables between intermissions, and do basic clean up during the performance so the Opera Club is prepared for each intermission.
- Help the bartender by setting out food
- Other duties as assigned

Qualifications

- Opera Club Attendants must have a friendly demeanor and be extremely customer service oriented.
- The job requires being on your feet for up to 1 hour 30 minutes at a time.
- Although a portion of the job is making sure only members enter, volunteers should be able to encourage non-members to join by explaining what an Opera Club membership is and how to join.

Commitment Expected

- Once committed to a performance, the volunteer must arrive 1 hour 45 minutes before the start of the show (Show times are 7:30pm in the evening from 1:30pm matinees, unless otherwise indicated).
- Volunteers must stay through the last intermission of the show, which can be as soon as 1 hour and 30 minutes or as late as 3 hours after the start of the show.
- You will have down time during each act, after the Opera Club is turned over, to relax and socialize.
- Due to the nature of the position, Opera Club Volunteers do not have the opportunity to sit in the theater and watch the performance.

Uniform Expectations

Men are expected to wear long black trousers with a white collared shirt and a black or navy blazer. Women are expected to wear long black trousers with a white blouse and a black blazer. Dark socks or hose and closed toe shoes are mandatory. Ladies: shoes should be comfortable enough to stand for long periods of time but still formal enough to adhere to Sarasota Opera volunteer standards.

Training

We will have a general training/refresher course for all volunteers in January before the Winter Festival starts. New volunteers will have additional help from the Development Staff present in the Opera Club.