



Prescott Park Arts Festival | Concert Production Assistant

Prescott Park Arts Festival, a well-established and dynamic non-profit organization, is seeking seasonal, part-time Site/Production Assistant for our season's operations. This position will join the experienced, award-winning, fun and fast-paced team responsible for organizing this popular summer tradition that offers a diversity of performances from June to October each year. Events include weekly concerts, food and music festivals, Shakespeare, film, and a full production musical presentation.

Job Description

This position calls for a dedicated, hard-working individual to assist in the operations of the Concert Series. Reporting to the Concert Production Manager, the Production Assistant will work to maintain the concert operations safely and attend to the incoming artist needs. This position requires an individual that can multi task, possesses a great attention to detail and thrives in a fast paced environment.

Responsibilities Include:

- Visiting artists/performer load in and load out
- Assisting the Production Manager on concert days
- Stage set up/maintenance and break down
- Daily opening/closing of Concert facilities
- Daily site checks, including but not limited to backstage security, post event site controls
- Acting as a runner for artist needs
- Will help assist in providing hospitality for all incoming artist.
- Other duties as assigned.

This is a part-time, seasonal position.

To Apply: Please send a resume to Ryan Grogan, Operations Manager, Ryan@prescottpark.org