



# Activities Event Staff

## Overview

The primary responsibility of the Event Staff is to provide general information and assistance to guests and enforce policies and procedures set in place. Event staff will interact with property owners, renters, families, children, vendors and other staff members. Event Staff must possess the ability to work with diverse populations.

## Responsibilities

- Set-up and breakdown of necessary equipment for each event. May include assembly of tables, tents, chairs, trash cans, AV equipment, lights, coolers, etc.
- Enforcement of Innsbrook policies and procedures (no smoking, no outside food in pool, no alcohol taken into pool or brought out, etc.)
- Addressing patron concerns in a friendly and courteous manner
- Document any incidents and/or injuries to event coordinator, assistant or full time staff
- Continuous communication with event coordinator and/or assistant
- Perform all other duties as assigned
  - Work as pool and fitness center attendant
  - Lead games, crafts, etc.
  - Run t-shirt sales at concerts
  - Time runs, swim meet, etc.
  - Other duties as required

## Events include:

- Easter Egg Hunt
- Easter Mass
- Murder Mystery Dinner
- Volleyball tournament
- Weekend concerts
- Kids camps and workshops
- Family Campout
- Trivia nights
- Outdoor movies
- Amazing Race
- Scavenger hunts
- Adult workshops
- And more!