

Millersville University

VISUAL & PERFORMING ARTS
WARE CENTER • WINTER CENTER

Office of Visual & Performing Arts

Event Set Up & Tear Down Assistants

Event Set up & Tear down Assistants will assist in pre & post space preparation at The Ware Center, a vibrant, state-of-the-art visual and performing arts center in the heart of Downtown Lancaster, and/or the Winter Center, on Millersville University's main campus.

Hours: Flexible; typically work in pairs; some weekend hours necessary on occasion

Compensation: DOE

Hours per Week: Varies

This position will assist in the following, but is not limited to:

- Event Space Preparation & Tear Down including moving, setting up/tearing down furniture, tables, chairs, equipment, etc. Loading & unloading equipment & artwork and moving pianos. Will rearrange rooms depending on the upcoming event and size of event. Prepare stage and equipment for performances. Tasks could also include laying dance floors, install risers and podiums, etc.
- Perform related duties as assigned.

Knowledge, Skills and Abilities:

Must be a hard worker. Must be able to handle light to moderate physical labor.

Minimum Qualifications:

No experience necessary; job training will be provided.

Number of Openings: up to (6) six

Open to all Majors

Contact Information: If interested, please visit <http://www.artsmu.com/becoming-a-mu-student-employee>

Or contact Nathan Cottrell, Assistant Director of Production & Facilities

PH: (717) 871-7031 or Email: Nathan.Cottrell@millersville.edu

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