

The Vail Jazz Foundation, Inc.

Job Requisition: Crew Chief

Type of Position: 1099 contract

\$25 - \$30 an hour, day rate possible

Seasonal June 30 - Sept 9, 2022

Roughly 3 days/week (Wednesday, Thursday and Sunday) with exceptions, full schedule TBD

The Vail Jazz Foundation is a 501c3 non-profit organization dedicated to the perpetuation of jazz music through presentation and education. Vail Jazz produces summer and winter performance series and award-winning educational programs serving both the national and local communities.

Job Description

The Crew Chief is a vital role to ensure a seamless and exceptional experience for Vail Jazz concert patrons, with the goal of transforming high class hospitality venues into high exclusive concert venues. The Crew Chief will be the primary venue caretaker for all Vail Jazz performances, working to assemble the team to complete the venue build and breakdown in a timely and effective manner. Venue and equipment maintenance and upkeep before and during performances will be an integral part of this role.

Duties

- Oversee venue production and crew from start to finish including packing the van, loading into and building the venue (including box office and merchandise, audio and visual production, venue dressing (signage and banners), bar equipment and more, maintaining the venue, and breaking down and loading out of the venue.
- Be the primary point of contact for the Operations Manager for matters relating to venue setup and maintenance, gear inventory and crew management.
- Provide training and/or guidance to crew members as needed.

Requirements and skills:

- Experience in managing a small team to complete tasks on time and to a high standard.
- Ability to move and set up venue and production equipment (AV experience preferred).
- Ability to lift 50lbs.
- Organizational skills to keep track of inventory and moving parts.
- Must be comfortable driving a box truck.
- Ability to work odd hours including weekends.
- Crew Scheduling (local connections to crew may be helpful).