



**FOR IMMEDIATE RELEASE**

July 28, 2014

### **Paramount Arts Center Is Looking for A Few Good Men and Women**

**Ashland, KY** - With nearly 35 shows in our upcoming season, the Paramount is looking for some additional friendly faces to serve as front of house managers during our shows. A complete description follows. If you have what it takes, send your resume and letter of interest in an email to Jody Collins @ [jody@paramountartscenter.com](mailto:jody@paramountartscenter.com).

#### **Part-time House Manager – Paramount Arts Center**

We are looking for part-time, as needed House Managers for the Paramount's largest and best season ever! If you are organized with good people skills, this is a great way to earn extra money and see awesome shows while expanding your skill set. Responsibilities include all front-of-house operations in the Main Stage and/or other event areas of the Paramount Arts Center in Ashland, KY. Duties include oversight and training of ushers and ticket takers, lobby set up, program distribution, concessions and merchandise sale coordination for events. Responsible for patron comfort and safety and Americans with Disabilities Act (ADA) compliance. Coordinate event actions (timing, intermissions) with Stage Manager and Director. Respond effectively during emergencies following PAC protocols. Compile event information for House Manager event report. Must maintain a professional demeanor and image to assure the highest level of customer service. Will be required to work non-traditional hours including nights and weekends as assigned by PAC Operations Manager. Please email your cover letter and resume to [jody@paramountartscenter.com](mailto:jody@paramountartscenter.com).