



Our small but mighty team of Revelers is committed to building a sustainable, joy-filled organization.

Every person who joins our team will have:

- **Empathy and interpersonal sensitivity** - great listening and communication skills.
- **Flexibility** - willing to adapt to the unexpected.
- **Passion** - for bringing people together in song, story, and dance.
- **Curiosity** - eager to learn, ask questions, and grow.
- **Inclusivity** - a welcoming presence and desire to build community.

Job Description:

Remote Part-time, Temporary, Seasonal Box Office Representative

Overview

Puget Sound Revels is hiring part-time temporary seasonal box office representatives. This is a remote opportunity with opt-in shifts to cover ticket sales from Oct. 7, 2024 through our last show on Dec. 18, 2024. Applicants must have their own computer with reliable internet service. The box office hours are 10AM-6PM Monday through Friday, split into shifts. Hired applicants will work with our administrative staff to select the shift schedule for each representative.

Responsibilities include:

- Demonstrate exceptional customer service
- Represent our mission
- Remain calm and diplomatic
- Be self-directed in remote work
- Answer incoming calls and make outgoing calls to resolve issues
- Maintain accurate data entry within patron database

Experience & Qualifications

- Strong customer service skills
- Demonstrated ability in building trust and rapport in business relationships with diverse individuals, exhibiting strong listening skills, poise, and tact
- Demonstrated ethics and integrity including the ability to appropriately manage confidential and financial information

Compensation

This is a part-time, non-exempt, temporary seasonal position paying \$18.00 per hour.

Application Process

Please email your cover letter and resumé to info@pugetsoundrevels.org. No phone calls, please.