

MĀORILAND HUB & TICKETING SUPERVISOR

JOB DESCRIPTION

The Māoriland Hub supervisor is responsible for overseeing the Māoriland Hub including the Ticketing desk in the lead up to and during MFF2020.

This is a significant role that is paid and will require someone who is technically on-to-it, a problem solver, trust worthy, an excellent communicator and team leader.

KEY RESPONSIBILITIES:

- Oversee ticket systems at all venues, must be able to troubleshoot ticketing software, cash till and merchandise sales using iTicket and Vend.
- Ensure merch stocktake before, during and after the MFF
- Assist if needed with all industry and other events at the Māoriland Hub.
- Be the "Go to" person at the Māoriland Hub including for all health and safety.
- Responsible ensuring the Māoriland Hub is clean every day and secured at night.
- Must have an up to date first aid certificate (this can be arranged by Māoriland if need be)
- Must be available to assist with clean up at the Māoriland Hub following the festival on March 23.

This is a demanding but exciting role that requires someone who is adaptable, a great problem solver who can think on their feet and manage large numbers of people.

Applications may be made via email to kiaora@maorilandfilm.co.nz

Please include:

- Full Name
- Age
- Why you would like to perform this role?
- Relevant job experience to date?
- Referee
- Contact details