



The Arts Council of New Westminster

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LAST MONDAY AT THE MOVIES **LOBBY SECURITY**

The Arts Council of New Westminster (ACNW) is a non-profit organization dedicated to the visual, literary and performing arts. Its aim is to bring the community together through the Arts. The ACNW operates The Gallery at Queen's Park, featuring visual art exhibitions by local, emerging, and established artists, as well as serving as a hub space for the arts in New Westminster by hosting a variety of talks, workshops and special events.

The ACNW is seeking to fill the volunteer position of **Lobby Security** to work at the Massey Theatre and provide support to the Last Monday at the Movies Coordinator with the implementation of Last Monday at the Movies program. This is an excellent position for someone who wants to gain work experience or develop existing skills in customer service. Lobby Security facilitates the safe enjoyment of the event by guests. Lobby Security manages the Massey Theatre lobby during the screening of the film.

Responsibilities include (but are not limited to):

1. Greet attendees of Last Monday at the Movies
2. Monitor all access to the Massey Theatre lobby
3. Communicate with Last Monday at the Movies Coordinator with any possible incidents and ensure the safety and enjoyment of all event attendees
4. Ensure attendees of Last Monday at the Movies leave safely
5. Other duties as required

Work Schedule: Last Monday of the month; 7:00pm to 9:30pm.

Key Competencies

- Excellent communication skills in English - written and verbal
- Attention to detail and accuracy; strong information monitoring skills
- Self-motivated; ability to work independently and as part of a team
- Previous Security experience and training a strong asset

Volunteer Benefits

- Valuable contribution to/engagement with the New Westminster Arts community
- Making connections with like-minded individuals; regularly meeting new artists
- Reference letter after 50 hours
- Invitation to an annual volunteer appreciation event
- Much appreciation by the staff of The Arts Council of New Westminster

Submit your application at <http://artscouncilnewwest.org/> and fill out the online form, or email info@artscouncilnewwest.org

For more information, please call the Gallery at 604-525-3244.