



STONEWALL FARM

Land Here • Grow Roots • Cultivate Community

242 Chesterfield Road, Keene, NH 03431

www.stonewallfarm.org

Area: Visitor Services

Stonewall Farm's Visitor Services provides quality products and memorable experiences at our working dairy farm, garden, and education center located on 125 acres of conservation land in south-west New Hampshire. Our mission is to connect people to the land and to the role of local agriculture in their lives. The Farm's Visitor Services is committed to this mission in all it offers, from rentals of our timber-frame visitor center to school programs and the products in our farm store.

Job Description: Event Staff

(This is a part-time, year-round position; compensation is \$10/hr)

The primary responsibility of Event Staff is to provide Farm patrons with excellent customer service during private rental events. Event Staff ensure that all aspects of the events run smoothly and act as the host, server, and ambassador of the Farm. This position requires an individual who has strong communication skills, has experience in customer service, and is highly adaptable in our dynamic environment.

Duties include:

- ⊙ communicating with clients, caterers, staff, etc. to make the event successful
- ⊙ setting-up and breaking-down for events; moving chairs, tables, glassware, etc.
- ⊙ maintaining and cleaning rental materials (chairs, tables, etc.)
- ⊙ bussing tables of used glassware and cleaning facility as needed
- ⊙ assisting bartenders with set-up, break down, and bar service when necessary
- ⊙ supporting Farm public events, education programs, and other farm-related activities
- ⊙ resolving problems that may occur during the event, such as crowd control, heat/water/electrical needs or emergencies

Requirements:

- ⊙ strong customer service and communication skills
- ⊙ experience as a host, server, or related service position
- ⊙ ability to lift 40 pounds at once
- ⊙ availability to work weekends and evenings
- ⊙ must be at least 18 years old
- ⊙ ability to work with minimal supervision
- ⊙ first aid and CPR certification

E-mail cover letter and resume to:

Alan Bettler, Assistant Director

abettler@stonewallfarm.org (603) 357-7278 ext. 110