

2019 GALAS OUTSIDE THEATRE REP Job Description



The Toronto Reel Asian International Film Festival (Reel Asian) is Canada's largest pan-Asian film festival showcasing films and videos by South, East and Southeast Asian artists from Canada, US and around the world. This year Reel Asian celebrates its 23rd year with 9 days of film screenings, industry panels, parties and special events so mark your calendars! Reel Asian takes place November 7-15, 2019 in Toronto and North York.

The Galas Outside Front-of-House Assistant (FOHA) will assist the Galas Outside Theatre Rep in conducting the outside front-of-house (OFOH) operations for screenings at the Isabel Bader Theatre during the opening and closing night screenings of the 23rd edition of the festival.

QUALIFICATIONS & EXPERIENCE

- Highly detail-oriented
- Prior film festival front-of-house experience required
- Strong communication skills and a loud outside voice
- Able to represent Reel Asian professionally
- Ability to multi-task and lead a team of volunteers
- Ability to work under changing conditions and tight timelines
- Takes initiative to problem solve

PRIMARY RESPONSIBILITIES

Acts as the primary wayfinder in the plaza area to direct people to the appropriate line-ups
Helps ensure that lineups are orderly and sidewalk space is preserved for passers-by
Helps manage FOH volunteer linespeople & expeditors
Helps to manage the exterior lineups in-flow after the house is opened, in stages as applicable

COMPENSATION

An honorarium of \$100 will be provided after the festival ends.

TIME COMMITMENT

Saturday November 2 6:00PM–7:30PM (venue training)

Thursday November 7 4:30PM–8:30PM

Friday November 15 4:30PM–8:30PM

HOW TO APPLY

Please submit your resume to Chris Chin, Operations Manager by email to jobs@reelasian.com with "2019 Galas Outside FOHA" in the title. All applications will be reviewed but only those selected for interviews will be contacted.

QUESTIONS?

For more information about Reel Asian, visit www.reelasian.com