



CavendishBeachMusic.com

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## Cavendish Beach Music Festival Operations Coordinator

**Start Date: May 28<sup>th</sup>, 2018**

**End Date: August 31<sup>st</sup>, 2018**

### **Job Summary:**

We are seeking a dynamic, outgoing, result driven and team-oriented individual to join our growing team. As Operations Coordinator you will work closely with the Director of Operations on all things related to the Cavendish Beach Music Festival site and additional properties.

### **Job Responsibilities:**

- Responsible to prepare the site for the Cavendish Beach Music Festival
- Assist in the setup and teardown of the Cavendish Beach Music Festival
- Cutting grass
- Painting
- General repairs and maintenance
- Landscaping and property maintenance
- Inventory control
- Managing rental properties and dealing with tenants
- Other duties as required

### **Job Requirements:**

- Must have a driver's license and access to a car
- Capable of lifting 50 pounds
- Capable of working under minimum supervision
- Experience doing minor repair work
- A large portion of the work is outdoors
- Must be 19 years of age or older

### **Job Location:**

This position will work primarily at the Cavendish Beach Music Festival grounds in Cavendish.

To apply, please email your resume to [brodie@whitecapentertainment.com](mailto:brodie@whitecapentertainment.com).  
Deadline is Sunday May 6<sup>th</sup>.