



Bartender Staff

Department: Front of House/Events

Reports To: Event Manager

Employment Type: Part time, per diem

Location: On site

Salary Range: \$15.00 per hour plus tips

Posting Date: October 31, 2025

About The Zeiterion

The Zeiterion (The Z) is a nonprofit organization with a mission to steward our historic theater as a gathering place for performing arts experiences where learning, connection, and creative expression thrive. Our work is guided by five core values: **Imagination, Connection, Equity, Transparency, and Discovery**. These values inform how we deliver on our mission and how we work together every day.

We are committed to cultivating a workplace where all individuals feel respected, valued, and are encouraged to contribute. As a team member, you'll be part of a culture that supports creativity, collaboration, continuous learning, and inclusion.

Position Summary

The **Bartender Staff** are on the front line of our patron experience, responsible for setting the stage for an enjoyable performance by providing friendly, expert service and ensuring swift transactions. This role directly contributes to patron satisfaction and the smooth operation of our shows. Their main duties include assisting the Event Manager in setting up and breaking down the bar and concession inventory on show days/nights, serving patrons while creating an inviting patron experience and ensuring accuracy in all cash handling procedures. They should possess basic knowledge of cocktails, beverage service practices, and familiarity with point-of-sale systems. This position may also sometimes work as a cocktail server during private or on-stage events. This role plays a key part in advancing our mission and contributes to a supportive, inclusive, and imaginative work environment.

Key Responsibilities

- Greet patrons and deliver exceptional service that encourages repeat business and positive interactions.
- Accurately take drink and food orders, quickly prepare and serve beverages according to recipe and standard.
- Be fully responsible for accurate cash management, including prompt and correct till reconciliation and reporting at the close of the shift.

- Collaborate with the Event Manager to streamline the logistics of setting up and breaking down the service area before and after each performance.
- Maintain cleanliness and organization of the service area.
- Perform regular checks to guarantee proper storage and rotation of all beverage and concession inventory.
- Proactively recommend and successfully sell featured or specialty drinks throughout each performance/event.
- Occasionally work as a cocktail server along with bartending.
- Maintain a thorough understanding and strict adherence to all regulations governing responsible alcohol service (e.g., T.I.P.S. or local requirements).
- Handle customer complaints, concerns, and intoxicated patrons with professionalism and discretion.
- A positive, energetic, and professional demeanor with a strong focus on fast, friendly customer service.

Qualifications

Required:

- High school diploma or equivalent
- 1–3 years of bartending experience in a high-volume or event-based setting
- Strong knowledge of cocktails, beer, wine and spirits
- Certification: Current certification in responsible alcohol service (e.g., T.I.P.S. or equivalent) is required
- Ability to lift and move 50 or more pounds unassisted
- Demonstrated proficiency with modern POS systems and accurate cash management
- Experience in basic bar maintenance, inventory rotation, and supply management to ensure continuous service
- Open availability to work peak shifts, including nights and weekends

Preferred:

- In addition to English, multilingual Spanish, Portuguese, Kriolu (Cape Verdean Creole), Haitian Creole, or K'iche

What We're Looking For

In addition to relevant experience, we're looking for a colleague who:

- Brings a spirit of **curiosity, creativity, and openness**
- Communicates with **clarity, honesty, and care**
- Thrives in a collaborative, **relationship-centered team**
- Shares our commitment to **equity, inclusion, and anti-racism**
- Is excited to **learn, grow, and imagine new ways forward**

Our Workplace Culture

As part of your onboarding, you'll be welcomed into a culture that reflects our values:

- **Imagination** – We encourage creative problem-solving and fresh ideas from every level of the organization.
- **Connection** – We work with empathy and respect, building strong relationships across teams.
- **Equity** – We actively address inequities in our systems and strive for inclusive representation in all we do.
- **Transparency** – We communicate openly, share information proactively, and make decisions with integrity.
- **Discovery** – We support risk-taking and learning from mistakes as essential parts of growth.

We create a workplace where you can bring your full self, feel supported, and know your contributions matter.

Compensation & Benefits

- Salary: \$15 per hour plus tips
- Benefits: Earned sick leave on an accrued basis.

EQUAL OPPORTUNITY

The Z is an equal opportunity employer. We celebrate equity and are committed to creating an inclusive, thriving environment for all employees including, but not limited to, a culture of antiracism in which we build policies, procedures, and a safe space for people from all backgrounds to feel safe and seen in our employ, in our seats and on our stage.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment ranges from low to high
- The Z is a collaborative work environment, and employees are expected to be open and willing to collaborate across departments and teams
- While performing the duties of this job, the employee is regularly required to move around the facility; to stand for long hours during events; to walk or be physically active for extended periods while performing duties that may include repetitive motions, bending, crouching, and climbing stairs/ladders, to talk and hear; and to lift and move 50 or more pounds unassisted. This position may require work inside or outside of the building, as needed by events.
- The Zeiterion is on an active, and ongoing, journey to be anti-racist organization - advancing anti-racist policies and practices, and fostering and sustaining a culture that values community, social justice, and equity

To Apply

We deeply value working with individuals from a rich mix of backgrounds, experiences, and perspectives. We believe this diversity strengthens our institution and enriches our community. While we've outlined the qualifications and experience that we think will help someone thrive in this role, we also recognize that talent comes in many forms. If your background doesn't perfectly align with every requirement, we still encourage you to apply — your unique perspective might be exactly what we need.

Please submit your resume to info@zeiterion.org and include the job title in your subject line. Applications will be accepted on a rolling basis with priority to those submitted by November 14, 2025.