



JOB DESCRIPTION

Street Team Assistant - FRINGE 2024

JOB TITLE:	Street Team Assistant
REPORTS TO:	Marketing Manager
LOCATION(S):	On site at Gilded Balloon venues and various locations in Edinburgh
CONTRACT:	Part time, fixed term or freelancer
ENGAGEMENT PERIOD:	29 Jul - 26 Aug 2024
RATE OF PAY:	£11.44/hour



CONTEXT

Gilded Balloon is one of Scotland's leading producers of live comedy and entertainment. The company started in 1986 and has been producing shows and operating venues at the Edinburgh Festival Fringe and year-round in Edinburgh ever since. In 2024 we will return to the festival to operate two main venue hubs: Patter House, which hosts 11 performance spaces alongside a bar and events space, and the Auditorium in the world-renowned National Museum of Scotland.

ABOUT THE ROLE

Street team assistants are an important part of the Gilded Balloon marketing team, out and about in the city talking about our exciting programme, encouraging audiences to visit our venues and see our shows. Candidates must love moving about the city immersing themselves in the Fringe atmosphere, be happy working on their own and happy to approach members of the public.

KEY RESPONSIBILITIES:

- Distributing flyers and PR materials on behalf of the shows affiliated with our venues
- Pro-actively approaching potential audiences about our programme
- Recommending and talking about shows you've seen to target audiences
- Supporting the marketing and press team by adding flashes to posters and flyers, and keeping show review boards up to date
- Ensuring flyer racks and brochure bins are stocked

WHAT WE ARE LOOKING FOR...

- A keen interest in Edinburgh Festival Fringe
- An outgoing personality, willing to approach members of the public and engage with them
- Excellent customer service and communication skills
- A passion for the arts

STAFF BENEFITS

- Staff uniform
- Free entry to Gilded Balloon shows
- Bar discounts
- Staff social events

HOW TO APPLY...

To apply for this role, please send your CV and short cover letter to michael@gildedballoon.co.uk. Please use the subject line 'Street Team Assistant Application'. In addition to your application, please also complete our Equal Opportunities Monitoring Form [here](#).

GENERAL RECRUITMENT INFORMATION

- All post holders will be issued an employment contract to sign prior to beginning work.



- Applicants must be 18+ and have legal right to work in the UK.
- All posts will be expected to work out of office hours for key events as required to carry out the role responsibilities during busy event periods.
- The weekly requirement will not exceed 28 hours per week during busy event periods and on average over an annual employment cycle additional hours will be limited to a 6 week event period in August.
- All post holders will be given training and inductions relevant to their role.
- We expect a high volume of applications for this role and advise applicants to apply sooner rather than later.
- Interviews will take place online via video call.
- We are unable to contribute to accommodation, living and travel expenses.
- Gilded Balloon is an equal opportunities provider and encourages applicants from diverse backgrounds. Please get in touch if you would like a copy of our Equality, Diversity and Inclusion Policy.