



Position title: **Summer Art Fair Merchandise Booth Staff**
Reports to: **Art Fair Operations Manager**
Category: **Temporary, part-time, non-exempt**

Job Description:

Works together with merchandise manager in retail booth selling product relevant to the Ann Arbor Summer Art Fair. Staff will handle sales, answer customer questions, and restocking of product. Must be able to communicate effectively management and customers. This is a temporary position. If interested, please email a resume to meccah@theguild.org.

Responsibilities:

- Assists with the management sales
- Assists with maintaining merchandise booths
- Must report to merchandise manager if conflict arises
- Represents the Guild in a professional manner
- Assists with other event-related duties as assigned

Qualifications:

- Excellent communication skills
- Ability to interact effectively the public
- Organizational skills and attention to detail with a proven ability to manage multiple tasks and priorities
- Able to work well in a fast paced environment
- Able to resolve conflicts in a calm and professional manner
- Responsible, punctual, and dependable
- Customer service experience is a plus, but not required

Special Requirements:

- Able to work long hours, out-of-doors, maneuver through crowds, in all weather conditions – including heat, humidity, rain or other inclement conditions
- Able to lift 50 pounds