



Tour Operations: Intern

Application Period: Applications will be accepted through May 7th or until positions are filled.

Employment Type: Contract/Seasonal

Work Location: National Tour

Reports To: Tour Manager

The Tour Operations Team (Tour Ops) is responsible for all Operations and Logistics for Spirit of Atlanta's Summer Tour. Tour Ops oversees Kitchen, Facilities, Drivers, Fleet and Transportation, and is responsible for the support, oversight, and management of these departments.

The 2019 Summer tour includes more than 30 performances, 4 buses, 3 semis, and 3 support vehicles. Our Tour Ops Interns must be quick on their feet, highly communicative, and able to problem solve in an ever-changing environment. In this role, you will be actively involved in the heart of the operations of the drum corps. You will be able to gain valuable experience as a part of this important and hard working part of the drum corps.

Responsibilities

Complete required SafeSchool videos

Read and sign Staff Handbook

Participate in daily planning meetings

Communicate effectively with staff and members

Execute tasks as assigned by the Tour Manager

Frequent driving (airport runs, store runs, etc.)

Other responsibilities as they develop based on candidate experience and organizational needs

Work efficiently as a team member in a touring environment

Requirements

Highly motivated self-starter with a strong work ethic

Ability to stay on task unsupervised

Analytically minded problem solver

Open to receiving feedback and reacting accordingly

Effective interpersonal communication skills

Ability to thrive in a fast paced ever changing environment

Valid driver's license and clean Motor Vehicle Record

Ability to lift 40lbs

Preferred Qualifications

Proficiency with Google Suite, Gmail, Dropbox, and Microsoft Office Suite
Experience maintaining professional composure under stress

Location and Schedule

Schedule will be structured around the offseason audition and camp schedule as well as the summer tour schedule. Travel with Spirit of Atlanta will be required.

Compensation

This is an unpaid intern position (a small stipend may be available). The corps will provide tour transportation, sleeping facilities, and meals during Spring Training and Tour.

Application Process

This is an unpaid intern position (a small stipend may be available). The corps will provide tour transportation, sleeping facilities, and meals during Spring Training and Tour. To apply please submit an application at spiritofatlanta.org/employment

Employment Screening

All candidates will be subject to a background check and Motor Vehicle Record (MVR) check. Failing the background check could result in being disqualified from the position.

{Disclosure similar to the following}: *All qualified applicants will receive consideration for employment without regard to race, color, sex, age, national origin, religion, disability, veteran status, sexual orientation, marital status, citizenship, or any other protected status. Spirit of Atlanta offers equal opportunity and treatment to all who apply and is committed to diversity.*