



Event Support Staff Job Posting

Roger Williams Park Zoo (RWPZ) of Providence, Rhode Island, is one of the nation's oldest zoos, exhibiting over 100 animal species. Our culture is built on our core values -community, fun, innovation, diversity, integrity, sustainability, and excellence. We value our role in the community as a treasured place for families and a trusted resource for learning; we create a sense of community for our staff and contribute to the global conservation community. We provide a fun experience for our guests and believe that a fun environment is essential to create a great workplace. We are willing to take risks, to propose novel ideas and to think "out of the box". Bold dreams are welcome here. We act with respect toward all. We value diversity. Integrity and honesty drive our business practices and our relationships with each other and our constituents. We are driven by our vision of greater sustainability in our environmental practices and in our business model. We believe that by establishing a sustainable financial base we can best achieve our goals. We are always striving for excellence. We work to exceed expectations in all areas.

RWPZ is currently recruiting part-time, year-round, non-exempt Event Support Staff. The Event Support Staff work under the direct supervision of the Evening & Special Events Manager and/or the Evening & Special Events Assistant Manager. Individuals in this position are responsible for the set-up and breakdown of all sponsored events. In addition to event setup and teardown, individuals in this role will serve as the zoo's mascot during on-site community appearances to promote the zoo's mission. This position works varied hours during the day, night, weekends, and holidays as well as a varied work week schedule.

Responsibilities:

Event Support Duties:

- Setting up, securing, and breaking down zoo-sponsored events such as Zoobilee and Brew at the Zoo:
 - Carrying/ assembling tents.
 - Carrying /setting up tables.
 - Carrying/placing chairs.
 - Moving vendor's equipment into place and product to vendor locations. Ensuring that vendors keep stock during events (i.e ice, garbage bags, cups etc.)

- Unloading seasonal show trailers. Installing, securing, and relocating elements on the trail and decorating bases. Breakdown at the end of the show.
- Inventorying zoo equipment and decorative elements.
- Custodial duties such as trash disposal and restroom maintenance.

Roger the Mascot Handling:

- Assist the performer in putting on and taking off the costume.
- Guide the mascot through crowds, up and down stairs, and around hazards, as visibility inside the suit is limited.
- Interact with guests, answer questions, and manage photo opportunities.
- Monitor the surrounding environment to protect the performer from unsafe conditions.

Food Truck Friday Duties:

- Lifting garbage bags.
 - Cleaning bathrooms.
 - Placing/ lifting/ throwing bollards.
 - Lifting and placing bike racks.
 - Lifting and placing sandwich boards.
 - Placing tent weights.
- Provides 24/7 on-call emergency support, including but not limited to, rapid response for storm damage, debris cleanup, and snow removal to ensure zoo safety and accessibility.

Other functions and responsibilities (Non-Essential/ Marginal Functions)

- Perform other duties as assigned or directed when deemed necessary by the Operations management team and/or Event Management team to meet the mission and objective of the Zoo.

Required Experience, Training and/or Education

Required Experience and Education:

Individuals who work in this position must be at least 18 years of age as they are required to drive Zoo vehicles, including utility vehicles and golf carts, on public roads.

Preferred Experience and Education:

- One year's experience working as support staff in a professional live event environment.
- Recent experience working with diverse populations and fluency speaking additional languages.

Competencies

- Willingness to work as part of a team.
- Highly organized and able to work with minimal supervision.
- Excellent verbal and written communication skills.
- Ability to:
 - communicate effectively with staff, vendors, etc.,
 - work in a high public contact area.
 - work in all weather conditions
 - read, interpret, and process information from maps and plans.
 - drive Zoo vehicles (pickup trucks, utility vehicles, golf carts).
 - utilize standard hand tools and power tools.
 - work on ladders at heights of up to 15 feet.

- occasionally lift objects up to 50 pounds individually, and up to 100 pounds with a two person carry.
- operate a forklift, up to 50 feet.

Additional Requirements

- Successful completion of a background check.
- Valid driver's license.
- Willingness to work a flexible workday schedule, including weekends, holidays, and night events.
- The individual in this position is considered essential personnel should there be severe weather conditions or any zoo-related emergency and is expected to respond accordingly.

Supervisory Responsibilities:

Not applicable.

If you are interested in this exciting opportunity to be a team member at a well-renowned Zoo in the New England area, send a cover letter, resume and salary requirements to the address below.

Roger Williams Park Zoo

ATTN: Event Support Staff

1000 Elmwood Ave

Providence, RI 02907

-or-

employment@rwpzoo.org



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**ASSOCIATION
OF ZOOS &
AQUARIUMS**



rwpzoo.org

