GAME DAY EVENT MANAGER
Posted August 10, 2021

Overview:
Eugene Science Center, located across the street from Autzen Stadium, hosts and manages football tailgate parking on UO home game days - our largest annual fundraising event.

We are seeking a mature, upbeat, people-person to manage tailgate parking operations on game days. This is a unique position requiring a unique combination of skills, including customer service, problem-solving, rule enforcement, and crowd management. If you like meeting people (and tasting great tailgate food!), don’t mind working a long day, and are looking for a little extra spending money this fall, this position could be perfect for you.

This is a temporary, part-time position, 10-14 hours per game day. Pay rate is $15/hour.

Work schedule:
Must be available to work on all or most home football game days (September 4, 18, 25; October 15, 30; November 13, 27). Specific work schedule on those days will be determined by game times.

Duties & Responsibilities:
• Open and prepare building for parking volunteers.
• Assist volunteers in preparing parking lots for use: put up signs, cones, lights, etc.
• Unlock and prepare lights & portable toilets; restock supplies as required.
• Oversee day-of-game parking pass sales at entry.
• Act as point person for UO radio communications regarding parking operations.
• Monitor and maintain safety and security in parking lots, including patrolling during game.
• Address and resolve issues involving parking patrons and parking lots.
• Direct traffic at parking lot entry/exit after games.
• Close down parking areas: secure signage, lights, toilets, etc.

Skills – Abilities - Attitude:
• Must be 21 or over.
• Ability to stand for long periods of time, perform clean-up tasks, and lift 20 lbs.
• Mature, responsible, and trustworthy.
• Ability to work in a fast-paced environment, think on your feet, and adapt to changing circumstances.
• Ability to remain calm and poised in high stress situations
• Outgoing personality and experience interacting with people from diverse range of backgrounds.
• De-escalation skills/training helpful.
**Working Conditions:**
- Outdoor work, rain or shine.
- Large crowds of people.
- Traffic control requires ability to signal traffic and pedestrians using hand signals and verbal commands.

**Application Instructions:**

To apply, please submit the following:
1. a cover letter summarizing your relevant experience and skills,
2. your resume, and
3. the names and phone numbers of 2-3 professional references. Please indicate how you know each reference.

Email the above to Kim Miller at kmiller@eugenesciencecenter.org. PDF or MSWord attachments are preferred.

Review of applications will start immediately and the position is open until filled. A criminal background check will be required upon selection for the position.

*Eugene Science Center is an Equal Opportunity Employer*