

## **Bartender**

### **Part Time (Hourly)**

Theatre Calgary is seeking a number of part-time bartenders to join our team. Reporting to the Bar Supervisor on shift and the Front of House Manager, the Bartender's key responsibilities are to serve both alcoholic and non-alcoholic beverages and concessions to patrons visiting our theatre with enthusiasm and professionalism, while providing the highest level of customer service that Theatre Calgary patrons have come to expect.

**Anticipated Start Date: November 20, 2025**

#### **Duties & Responsibilities**

- Working as part of a team, provide exemplary bar and concession service to Theatre Calgary's patrons during busy and high-volume performance periods.
- Maintain bar stock levels and cleanliness before, during, and after services.
- Complete both cash and card transactions with a high level of competency and accuracy, reconciling personal float and sales at the end of each service.
- Ensure the responsible provision of alcoholic beverages to patrons, creating a balance between safety and enjoyment as per AGLC regulations.
- As part of opening and closing processes, accurately carry out inventory counts and restock bar areas to par levels.
- Prepare and maintain Bar areas for public use each day: replenishing supplies and materials, setting up lines, completing food and beverage preparation needs, preparing for events or receptions, and any other needs which may arise.
- Hold a high level of familiarity and fluency with all aspects of Theatre Calgary to provide patrons and potential customers with accurate information regarding the company, our productions, the theatre, policies, and procedures. These communications must be made with the primary goal of ensuring the utmost customer experience.
- Assist with additional events throughout the year such as private event rentals of the theatre, donor receptions or events, or any other event where Bar service is required.
- Effectively notice and communicate facility upkeep needs to the Front of House Manager.
- Other duties to assist the Front of House Manager (as required)

#### **Experience & Qualifications**

- A minimum of two (2) years' bartending/hospitality experience is required, with experience working in events or performance venue an asset
- Hold current and valid ProServe Certification
- Knowledgeable and passionate about the work of Theatre Calgary

- Enthusiastic team player with excellent interpersonal skills
- Must be comfortable and productive in a fast-paced and dynamic workplace
- Must be flexible and work well under stress
- Must be well organized, decisive and have good follow-through skills
- Excellent verbal communication skills (both one-on-one and public speaking)
- A professional demeanor and experience/ability in dealing with discerning patrons

The successful candidate must be available for a minimum of 2 shifts per week during each production throughout the season (typically August-June) and be available for evening and weekend shift work.

### Working Conditions

These positions are part-time, shift-based, and require weekend and evening work during the run of a production. As this position deals directly with Theatre Calgary patrons and corporate event clients it may on occasion require professional interaction to foster ongoing positive relationships.

### Physical Requirements

Due to the nature of the Max Bell Theatre, prolonged periods of standing and the repetitive navigation of stairs will be required, as well as the lifting of up to 50 lbs.

### Remuneration

\$16.00 per hour plus 4% vacation pay (less statutory deductions), as well as an equal share of pooled tips.

### About Theatre Calgary

Theatre Calgary's vision is to stand amongst the best theatres globally as a leader in innovative, impactful and diverse programming. Our mission is to stimulate, provoke and delight through ambitious programming created to ignite local, national and international engagement in a sustainable manner. Theatre Calgary reflects the communities, the country, and the world we live in with ambitious programming, passionate community engagement and extraordinary productions. For more than 50 years, we have focused our energy on providing our community with the highest level of classic and contemporary plays, featuring the best artists from Calgary and across the country.

Theatre Calgary encourages applications from our diverse community. Theatre Calgary is committed to equity, diversity, and inclusion. We recognize that increasing the diversity of our staff, on all levels, is integral to accomplishing this objective. We are creating policies, practices, and programs that work toward the goal of dismantling systemic racism. We welcome all applications from women and gender nonconforming people, people of color, indigenous peoples, people with disabilities, and people of all sexual orientations, and all others who may contribute to the further diversification of Theatre Calgary.

In the spirit of reconciliation, Theatre Calgary acknowledges that we live, work and create on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, Métis Nation of Alberta, districts 5 & 6, and all people who make their homes in the Treaty 7 region of Southern Alberta. They were the original occupants of this land and continue to be here to this day. Theatre Calgary is grateful to have the opportunity to present in this territory.

### How to Apply

Please submit applications to: [careers@theatrecalgary.com](mailto:careers@theatrecalgary.com) with the subject line **Bartender**

We thank all those expressing interest in the role but only those selected for interview will be contacted.

**Closing Date for Applications: November 9, 2025**