



## **Production Runners \* Bethel Woods Center for the Arts Bethel, NY**

**Overview:** Bethel Woods Center for the Arts is seeking Production Runners in Bethel, NY.

Production Runners are responsible for providing logistical support to the production team, ensuring smooth operations before, during, and after concerts and events. The position offers opportunities to gain valuable experience in event production and entertainment industry operations, as well as the chance to work behind the scenes of exciting concerts and events.

As a Production Runner at Bethel Woods Center for the Arts, your core purpose is to serve as the backbone of our event operations, ensuring seamless execution and impeccable organization behind the scenes. You will play a significant role in supporting the production team by facilitating the movement of equipment, supplies, and personnel, all while maintaining a dynamic and efficient workflow. From assisting with the setup and breakdown of staging, lighting, and sound equipment to running errands and providing general assistance to performers and production staff, you will be instrumental in the success of each concert and event. With your keen attention to detail, proactive attitude, and tireless dedication, you will contribute to creating unforgettable experiences for both artists and audiences, embodying the essence of teamwork and excellence in live entertainment production.

**Qualifications:**

Previous experience in event production, stagehand work, or a related field preferred.

Strong organizational and multitasking skills, with the ability to prioritize tasks in a fast paced environment.

Physical stamina and ability to lift and carry heavy equipment and supplies.

Excellent communication and teamwork skills, with a positive and proactive attitude.

Flexibility to work evenings and weekends as per event schedule.

Knowledge of basic production equipment and terminology is a plus.

Quality Standards: Be a proud member of our team inside and out! Bethel Woods Staff:

Always come to work and are on time.

Have a neat and professional appearance.

Have a friendly and courteous demeanor.

Have strong communication skills.

Understand and successfully execute the job duties.

Are capable of handling typical issues and problems professionally.

**Requirements:**

Drug Screening

Own Car

**Shift and Salary;** This is a Part-Time position, Monday-Sunday, shift varies, \$17.50 hourly

**To apply** email resume to [hr@bethelwoodscenter.org](mailto:hr@bethelwoodscenter.org)