

McCarter

Job Posting

POSITION: Bartender

DEPARTMENT: Operations

CLASSIFICATION: Part-time; Hourly; Non-Exempt

REPORTS TO: Director of Operations

PAY: \$16.50/hr - \$17.00/hr, 4/hr shift minimums, plus tips

BENEFITS INCLUDE: Access to complimentary and discounted tickets, institutional professional development opportunities, access to free parking within less than 1-mile radius, and other perks.

LOCATION & SCHEDULE: This is an in-person position reporting to 91 University Place, in Princeton, NJ, with a schedule based on the performance calendar and other departmental needs.

START DATE: These positions will be filled on an ongoing basis as needed.

Position Summary

We are seeking enthusiastic and customer-oriented **Bartenders** to join our vibrant Operations department and Front of House team. As a **Bartender**, you'll play a crucial role in enhancing our patrons' experiences by providing exceptional beverage and food service during our performances and special events. If you're passionate about providing outstanding hospitality and enjoy working in a dynamic, engaging atmosphere, we'd love to welcome you to our team.

Essential Functions & Duties

- Ensure an exceptional customer experience and maintain a welcoming atmosphere across our multiple bar areas located within our two theaters.
- Prepare and serve drinks according to quality specifications, maintaining consistency in every beverage served.
- Uphold strict cleanliness and safety standards at all times, especially with regard to sanitation and health code procedures, to create a safe environment for both staff and patrons.
- Proactively address any guest concerns or issues on the spot to guarantee a memorable theater experience for all patrons.
- Monitor and restock concession supplies, food items (e.g. candies, pre-packaged snacks, baked goods, etc.), beer, and wine inventory throughout and after each shift to ensure availability for patrons.
- Maintain an accurate cash drawer and follow cash-handling safety protocols to safeguard against errors or discrepancies.
- Identify and handle intoxicated patrons or those exhibiting disorderly conduct to ensure responsible alcohol service, promptly notifying Front of House supervision as needed.
- Check identification for anyone who appears to be youthful and possibly under the age of 21, refusing service to individuals who do not meet legal requirements.
- Adhere to New Jersey laws governing alcohol service and bartender liability
- Demonstrate quick and efficient problem-solving skills to address issues related to food and beverage quality, inventory management, staffing, equipment malfunctions, or other challenges that may arise during a shift.
- Prioritize safe working practices while embodying McCarter's safety and code of conduct policies to maintain a secure environment for all staff and patrons.
- Actively participate in the work to make McCarter an anti-racist theater by seeking opportunities to enhance inclusivity and equity within the Operations department, aligning with and exhibiting our core values of "justice and joy, beauty and belonging."

Qualifications

- Demonstrated experience in bartending or as a barista with proficiency in crafting and serving beverages to patrons.
- Thorough knowledge of a variety of alcoholic beverages, including beer, wine, and spirits, as well as familiarity with common cocktail menus and mixology techniques.
- Exceptional diplomacy, interpersonal, and teamwork skills, with a proven track record of building and nurturing relationships with customers and colleagues alike.
- Ability to thrive in high-pressure environments, making swift decisions and solving problems effectively while maintaining composure.
- Proficiency in using point-of-sale (POS) systems, such as Square, and a willingness to adapt to other POS platforms as needed.
- Dedication to providing superior customer service, with a warm and welcoming demeanor that fosters a positive experience for all patrons.
- Excellent verbal communication skills, enabling clear and effective interaction with customers and team members.
- A collaborative mindset, with the ability to work harmoniously with individuals from diverse backgrounds, personalities, and work styles, always approaching challenges with optimism and a solutions-oriented approach.
- Flexibility to work evenings, weekends, and holidays as scheduled in advance
- Final candidates will be required to successfully complete a background screening process.

Preferred Qualifications

- CPR and First Aid training
- Multilingual individuals, a plus

Work Environment

- Led by our core values, McCarter fosters and expects a culture of care and respect for the wellbeing of our staff.
- Work will be completed in public lobby and bar spaces at 91 University Pl, Princeton, NJ with HVAC cooling/heating.
- This position is required to be on-site and in attendance for performances and events. These will be communicated and scheduled in advance.
- Must be comfortable with extended periods of standing, often for the duration of your shift of at least 4 hours, as well as excellent manual dexterity for preparing and serving drinks, and the ability to lift and carry heavy objects such as cases of liquor, beer, and wine up to 40 pounds. This role involves repetitive tasks and may require bending and reaching to access supplies.
- Dress code includes, black button-down shirt and black dress pants or black skirt. Appropriate dark-colored working shoes, with long hair pulled back.

This job description may not be inclusive of all assigned duties, responsibilities, or aspects of the job described, and may be amended at any time at the sole discretion of McCarter.

Organizational Summary

McCarter Theatre Center, centered between New York City and Philadelphia on the campus of Princeton University, is a creative and intellectual hub that inspires conversations, connections, and collaborations in our communities. We lead with justice and joy, and we seek beauty in belonging. McCarter is an independent, non-profit performing arts center that creates and curates engaging performances, education programs, and community partnerships. As a performing arts center, in addition to presenting artists both nationally and internationally, McCarter also produces its own theatrical events as part of our Theater Series. Shows in the Theater Series are produced "in-house" and unlike our presented events, run for several weeks.

McCarter is an equal opportunity employer committed to hiring, supporting, and promoting a diverse workforce and inclusive culture. McCarter is committed to fostering a diverse, anti-racist company and have begun that work in earnest; this work goes beyond our staff and production teams and includes engaging, educating, and cultivating a broad range of audiences, making the arts accessible to all people, and presenting a variety of entertaining and thought-provoking

programming across disciplines. As such, McCarter seeks team members who: contribute to a diversity of backgrounds and experiences to support an expansive artistic vision; are committed to engaging in ongoing anti-racism and anti-oppression work collectively and individually; value collaboration, flexibility, and an openness to continuous personal and professional growth.

We encourage all candidates to apply, even if they do not currently meet all qualifications. We know there are great candidates who may not have all of the qualifications listed above but possess intuitive knowledge or other fully transferable skills. If that is you, don't hesitate to apply and tell us about yourself. McCarter is committed to on-the-job training and mentorship.

If you are interested in supporting McCarter's vision, we would love to hear from you.

Interested candidates should email jobs@mccarter.org with your name and "Bartender" in the subject line. A resume is welcome, though not required. Please also mention where you heard about the position. We look forward to learning more about you!

McCarter Theatre Center is committed to providing access and reasonable accommodation in the application and hiring process for individuals with disabilities if needed and requested. To request disability accommodation, please contact (609) 258-6500 and connect with Human Resources.