

**CRYSTAL
PALACE
FESTIVAL**

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**SOUTH
FACING**

The logo for South Facing Festival consists of three concentric, rounded square outlines. The innermost square is the smallest, the middle one is larger, and the outermost one is the largest. The lines are dark blue and have a slightly wavy, hand-drawn appearance.

**Work experience for young people aged
18+ at South Facing Festival**

Artist liaison assistant

The role involves assisting the artist liaison manager with artists' accreditation and other tasks involved in supporting artists onsite. You'll be working alongside the rest of the artist liaison and stage management teams, liaising with artists, tour managers and other festival staff to help deliver the show's logistics and ensure that everything artist-related runs like clockwork.

Is this for you?

If you love meeting people and problem solving, then this is a great role for you. You will gain an insight into how artists are managed at big festivals.

Tasks including but not limited to:

- Helping manage all accreditation for the festival staff and production teams
- Ensuring that information is distributed throughout the site for artists on arrival
- Meeting and greeting artists and showing them to their dressing rooms
- Supporting the distribution of riders across the festival site
- Supporting the wider Artist Liaison and Front of House festival staff across the festival site.

Start date: 27 July 2022

10 days' work experience from 10am to 6pm each day – dates to be agreed with South Facing production manager

Remuneration: Per diem expenses of £20 per day

Age: 18+

Festival production assistant

This role is varied but will mainly be dealing with audience enquiries, compiling and sharing information, ad hoc administration and being proactive and helpful in resolving issues. The production team ensure everything runs smoothly as the festival unfolds.

Is this for you?

If you love ensuring that everything is running smoothly and know that thorough preparation is everything in making sure that happens then this is the role for you.

Tasks including but not limited to:

- Assisting the Head of Production with administrative duties
- Assisting with access requirements across the festival
- Assisting with production packs
- Helping ensure that site accreditation is in place and communicated to all production personnel
- Liaising between different teams to amplify issues raised by artists, guests, or area crew members
- Helping with Lost Property: receiving, cataloguing and returning items as appropriate
- Support any lost parent / lost child requests.

Start date: 25 July 2022

10 days' work experience from 10am to 6pm each day – dates to be agreed with South Facing production manager

Remuneration: Per diem expenses of £20 per day

Age: 18+

Stage management assistant

This role will assist the stage management team in ensuring the stage runs smoothly, helping to set up equipment and assisting artists.

Is this for you?

If you have a fascination for how a stage runs and want to learn about sound and lighting equipment and enjoy working with your hands then this is the role for you.

Tasks including but not limited to:

- Assisting in moving, setting up, and testing lighting, sound and other equipment
- Helping to building sets and performing a variety of maintenance tasks.
- Making set adjustments when necessary.
- Assisting performers on stage
- Ensuring all signs or banners are put up inside and around the stage area
- Sweeping the stage between shows and removing any backstage waste products
- Running errands when required by the team

Start date: 27 July 2022

10 days' work experience from 10am to 6pm each day – dates to be agreed with South Facing production manager

Remuneration: Per diem expenses of £20 per day

Age: 18+

Marketing assistant – social media

This role involves assisting the marketing team in documenting the festival across socials, with a focus on Instagram Stories/Reels and TikTok. You will help create engaging content for the festival channels.

Is this for you?

If you are a social media lover and get your kicks from engaging with your peers, getting them to respond to your questions and to come to events you love then this is for you!

Tasks including but not limited to:

- Being part of the brainstorming of youth focused campaigns with the team
- Creating social media posts alongside the team. With a focus on Instagram Stories/Reels and TikTok
- Helping prepare reports on campaigns based on analytics
- Assisting with other social media campaigns.

Start date: 26 July

10 days work experience – dates and times to be agreed with South Facing marketing manager

Remuneration: Per diem expenses of £20 per day

Age: 18+

Promoter/Production Assistant

Are you interested in working in events? This role will give insight into working between both promoter and production teams, as well as helping the team with local community engagement during show days.

Is this for you?

If you enjoy being a team player, working with the public and understanding how big events come together then you would enjoy this role.

Tasks including but not limited to:

- Helping coordinate between both the promoters and production
- Assisting customers through the info@southfacingfestival email address
- Assisting with community engagement through our community hotline and community@southfacingfestival.com
- Helping to run the merchandise concession
- Ensuring all accreditation has been handed over to the press/pr teams
- Helping coordinate merch deliveries with the site team and artist's Tour Managers
- Helping input last minute guest lists
- Ensuring all exemption letters are at the box office/accreditation
- Helping issue exemption letters to access customers and log them with security

Start date: 26 July

10 days work experience – dates and time to be agreed with South Facing manager

Remuneration: Per diem expenses of £20 per day

Age: 18+

To apply for these roles contact Noreen at info@crystalpalacefestival.org with an email about why you would like to do this work experience by 5pm on Friday 22 July.

Or call Noreen on 07725 057453 for an informal chat before applying.

We look forward to hearing from you!