



# Fanfare Volunteer Usher Job Description

**POSITION:** Fanfare Volunteer Usher

**REPORTS TO:** Volunteer Lead Usher

**STIPENED:**

This is an unpaid volunteer position. Non-monetary perks include: thank-you reception and Minnesota Orchestra vouchers after completing 15 or more ushering shifts.

**GENERAL SUMMARY:**

Volunteer ushers are responsible for performing duties and responsibilities set forth in Minnesota Orchestral Association (MOA) policies and procedures in order to ensure patron satisfaction by providing correct, prompt service in a friendly, welcoming manner. Volunteers are expected to be professional and dependable.

**RESPONSIBILITIES:**

1. Attend pre-concert Usher meeting
2. Meet with Lead Volunteer Usher after pre-concert meeting to receive position assignments
3. Assist with pre-concert activities as assigned
4. Seat concert attendees
5. Answer questions of the concert attendees

**REQUIREMENTS:**

1. Attend training session in the fall.
2. Commit to working a minimum of two (2) concerts per month during the Orchestra season.
3. Adhere to the dress code.
4. Volunteer Ushers are expected to work the entire concert.

**PHYSICAL REQUIREMENTS**

1. Seeing: Must be able to read instructions
2. Hearing: Must be able to hear well enough to communicate with co-workers and concert attendees.
3. Standing/Walking: (100%)
4. Climbing/Stoop/Kneeling: (100%)
5. Lifting/Pulling/Pushing: (0-25%)
6. Fingering/Grasping/Feeling: (25%)
7. Clear Verbal communications (100%)

Notes: The statements contained in this job description are intended to describe the general nature and level of work being performed and are not to be construed as an exhaustive list of all responsibilities, duties and skills required. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

WAMSO – Minnesota Orchestra Volunteer Association is a non-profit organization that provides support for the Minnesota Orchestra and promotes music education. To learn more about our organization visit [www.wamso.org](http://www.wamso.org)

**For more information, contact the WAMSO office at 612-371-5654 or e-mail [lfarwig@mnorch.org](mailto:lfarwig@mnorch.org). Thank you!**