



Stern Grove Festival Association

Artist Transportation Driver

Seasonal / Contracted

Organizational Profile

Founded in 1938, Stern Grove Festival is an admission-free summer performing arts festival in San Francisco. Now entering its 82nd season, the Festival draws 100,000 people during its ten-week series of world class performances in the outdoor setting of Sigmund Stern Grove. Past seasons have included performing artists from around the world, including San Francisco Symphony, Diana Krall, Los Lobos, Smokey Robinson, Ziggy Marley, San Francisco Opera, Lucinda Williams, and Allen Stone.

Reporting Relationships

The Artist Transportation Driver reports directly to the Production Manager.

Position Description

The Artist Transportation Driver is responsible for ground transportation of Artists and personnel related to Stern Grove Festival. Occasional deliveries and pickups according to Festival's needs.

General Duties:

- Must have a valid Driver's License and clean DMV Record.
- Experience driving 15 passenger vans.
- Loading and unloading of music instruments and luggage.
- Familiar with GPS devices and Bay Area local routes.
- Organized and prompt in replying messages and calls safely.
- Coordinate weekly schedule with Production Manager.
- Organize transportation logistics and grid with Production Manager
- Communicate with vehicle rental companies to assure quality and efficiency in ground transportation
- Driver only responds to Production Manager. Any modification to routes, or special requests by the Artists should go through Production Manager's approval.

Experience and Skills Required:

- Experience working as a Passenger Van Driver and working with productions



- Good Knowledge of the Stern Grove Festival's area
- Excellent communication skills and collaborative work ethic
- Able to handle stressful situations with diplomacy and tact
- Maintain complete self-assurance and control of all situations
- Ability to judge any and all conditions and make quick decisions
- Valid Driver's license and Clean DMV record.
- Professionalism, discretion and respect for the artist's privacy. (No request for autographs, pictures, or questions unrelated to ground transportation)

Physical Requirements:

- Valid Driver's license and Clean DMV record.
- Applicant must be able to lift 50 pounds

Work Environment / Physical Demands

The work environment characteristics and the physical demands described here are representative of those an employee encounters while successfully performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; and talk or hear. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The noise level in the work environment is usually moderate. Occasionally sound levels may exceed 100 db. All efforts will be made to protect employee's hearing.

The above statements are intended to describe the general nature and level of work performed by the incumbent in this position. They are not intended to be an exhaustive list of all responsibilities, duties and skills.

Locations:

- 1) SGFA Office, 832 Folsom Street Suite 1000, San Francisco 94107
- 2) Sigmund Stern Grove, 19th Avenue and Sloat Boulevard, San Francisco



Hours:

- Orientation/training TBD, as needed.
- Must be available on Sundays, June 16 through August 18, 2019.
- Saturdays on call, to be determined by Production Manager, from June 15 - August 17, 2019.
- Mondays on call, to be determined by Production Manager, from June 17 – August 19, 2019.

Compensation: Commensurate with experience.

To apply, please submit the following via email with “Artist Transportation Driver” in the subject line:

- 1) A cover letter
- 2) Your resume
- 3) Two references

Email:

jobs@sterngrove.org