



Seasonal Field Operations Assistant (Spring 2023)

We are looking for a Seasonal **Field Operations Assistant** to support the Operations Coordinator with all operations & logistics related to event and grounds set up, tear down, related preparation and facilitation of Rodeo Austin's 2023 BBQ Austin event and our 15-day Fair and Rodeo events. This is an opportunity to take on the challenge of working in a fast-paced, customer-driven non-profit, in an environment that is exciting, motivating, challenging and fun!

This is a short-term, paid position for the Spring of 2023. The term is from January 9th through April 15th. The pay rate is \$15 per hour. The expected commitment will be 40 hours per week during regular business hours, with extended hours during events, especially between Feb 22nd and April 7th.

Who We Are:

Since 1938, Rodeo Austin has been a mission with a rodeo that has brought heritage and entertainment to our community. We are funded by a month-long real western experience held every March, where Rodeo-goers get to do things, they can do nowhere else - including a ProRodeo, one-of-a-kind concerts, a carnival and a livestock show. We are Rodeo Austin, a not-for-profit that provides real experiences and gritty fun to raise millions for Texas kids.

What You'll Do:

- Work closely with the Operation's Coordinator to facilitate daily business operations
- Assist with the overall set up/tear down of BBQ Austin & Rodeo Austin as well as the day-to-day operational duties during the events
- Safely operate heavy equipment to include but not limited to a skid steer, forklift, extended reach forklift, boom lift, scissor lift, water truck, front loader, tractor, utility vehicle.
- Coordinate and assist with distribution of tools & project related supplies to all committees
- Support Operation's Coordinator and Committee leadership with construction related projects that include carpentry, welding, plumbing, painting, etc.
- Assist with service-related contractors as directed
- General labor support including but not limited to physical activity, handling and moving heavy objects, monitoring materials and surroundings, repairing and maintaining equipment & grounds.
- Will perform daily fueling operations of all generators, light towers, and equipment
- Must work well with all volunteers, sponsors, staff and executives
- Other duties as assigned by the Operation's Coordinator and Manager, Operations & Logistics

What You'll Need:

- Minimum high school diploma or GED required; coursework and/or experience in the agricultural or construction industry preferred
- Ability to lift 50lbs
- An interest in event operations and logistics
- Working knowledge of heavy equipment operation and various hand tools
- A strong work ethic with a positive attitude
- Organization skills and resourcefulness
- A self-starter mentality with an interest in learning new things and a high level of comfort working in a changing environment
- Valid driver's license

Perks & Benefits:

- Hands on, real life experiences that help you hone your talents
- This is an hourly position. The pay rate is \$15 per hour
- The chance to be part of something bigger – a mission with a Rodeo raising millions for Texas kids

Not sure if you Qualify?

That's okay! if you're interested in the role and believe you could be a good fit, we encourage you to apply!

Rodeo Austin is an equal opportunity employer, and we value diversity. All aspects of employment will be based on merit, competence, performance, and business needs.

Please send cover letter, resume, and list of references to:

Mike Richardson, Operations Coordinator
Rodeo Austin
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