

EXTERNAL JOB POSTING



Set Up & Tear Down Crew Summer Part-Time Contract

Late June-August 2025

Reporting to the Park Assistant and Site Supervisor

Peterborough Musicfest (PMF) is a non-profit, charitable organization that has offered free-admission concerts on Wednesday and Saturday evenings every summer since 1987. Our stage has seen the likes of Dallas Green from City and Colour, Metric, Down With Webster, Terri Clarke, k-os, Walk Off the Earth, Tegan & Sara, Carly Rae Jepsen, Our Lady Peace, Tom Cochrane, Kiefer Sutherland, Sam Roberts Band, The Reklaws, and many more. Peterborough Musicfest is one of the largest free-admission festivals of its kind in Canada and has an outsized impact on the local economy, generating upwards of \$4.3M in economic activity. We're proud of what we have built, and we invite qualified candidates to bring their talent and passion to our team.

Position Overview:

The Set Up & Tear Down Crew plays a key role in preparing and resetting the park for each concert in our summer series. Crew members are responsible for setting up and dismantling stages, VIP areas, and general site infrastructure.

Key Responsibilities:

- Load and unload production equipment
- Set up chairs, tents, fencing, backline, LED screens, and signage for VIP section and all Del Crary Park.
- Support sponsor setup in Del Crary Park.
- Return post-show to strike and store all materials properly.
- Lift and carry up to 50 lbs.
- Work outdoors in a variety of weather conditions

Availability:

- Wednesdays & Saturdays (including Canada Day – July 1, and Sunday August 10th)
- June 24 – August 21 (including the post-festival strike day and rain date)
- Morning and evening shifts following each concert on Wednesdays, Saturdays, Tuesday July 1st, and Sunday August 10th.
- Rain or shine
- Police check required.
- Steel Toe Boots provided.

Reports to: Park Assistant & Site Supervisor

Note: This position is **not funded** through Canada Summer Jobs (CSJ) and is **open to all applicants**. Must be older than 14 years old.

If you're reliable, physically capable, and enjoy working as part of a high-energy team, we'd love to have you help bring our festival to life!

This job is for you if...

- **Non-Negotiable:** You lead by example and install a positive work environment through all aspects of your job duties.
- **Organization:** You excel at multitasking, prioritization, and effective communication.
- **Problem-Solving:** You think outside the box and consider all details before making decisions.
- **Learning:** You enjoy collaborative feedback and knowledge-sharing in a team setting.

- **Community:** You are passionate about giving back and making a positive impact and interacting daily with the public.
- **Culture:** You thrive in a collaborative, “all hands-on deck” team environment.

HOW TO APPLY:

Please send a cover letter and resumé by email
Attention: Matt Williams, Senior Events Manager
Subject: Set Up & Tear Down Crew
Email: info@ptbomusicfest.ca
Website: www.ptbomusicfest.ca

Compensation:

12-16 hours per week for summer months
(Late June – August, Wednesdays & Saturdays, Tuesday July 1st, and Sunday August 10th)

Start date Mid-June, 2025

\$17.20 / per hour

Applications will be screened and interviewed as received.

Thank you to all applicants. Only those selected for an interview will be contacted.

Peterborough Musicfest is an equal opportunity employer and is firmly committed to complying with all federal, provincial, and local equal employment opportunity guidelines. Ptbo Musicfest strictly prohibits discrimination against any employee or applicant for employment because of the individual's race, creed, color, sex, religion, national origin, age, gender identity or expression, sexual orientation, height and weight, disability, marital status, partnership status and any other characteristic protected by law. All applications will be kept in confidence. This is a contract position and is based upon a six-month probation period.