

JOB TITLE : Site Office Team

ROLE TYPE : Freelance

LOCATION : Les Deux Alps

DATES : 12th- 21st December

A little bit about us...

Rise is an independent music and snow sports event held in the beautiful town of Les Deux Alpes in the French Alps. It's core values center around snow, music & adventure. We provide our guests with a full week of escapism - where they can ski Europe's largest glacier by day and by night party with world class artists. We are looking for the absolute best team players to contribute to this ultimate Party On Top Of The World. This is an opportunity to be involved in a dynamic, rapidly growing company with a proud 'A team' who always look out for each other.

A little bit about you...

YOU LOVE... adventure, snow, music and sport.

YOU ARE ... organized, efficient and hardworking

A little bit about the role...

We are looking for the best team players to join the 'Site Office' team and run the office throughout the week of the festival. You will take ownership of signing in and out the kit, keys, radios and other integral event equipment is signed in and out. This person is across everything office related and has eye at the back of their head!

Roles and responsibilities may include but are not limited to:

- Uniform - handing out uniform to staff and logging who has had what.
- Radio sign in and out - creating and maintaining a log of radio sign out, handing over to overnight management each night and taking it back on each morning.
- Vehicle sign in and out - creating and maintaining a log of key sign out, handing over to overnight management each night and taking it back on each morning. Keeping a record of who has what car and where is it.
- Venue key sign in and out - creating and maintaining a log of event venue keys sign out, handing over to overnight management each night and taking it back on each morning.
- Staff enquiries - being the font of knowledge for all staff questions especially regarding kit hire and lift passes. Escalating questions to senior management if needed.
- Text master - sending out all event texts over the course of the week to staff to let them know of meetings and updates.

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Your line manager will be:

Festival Producer

Essential Attributes:

To be successful at this role you will have proven experience in:

- A similar, highly organized role

Preferred Attributes:

We think the following is super helpful thought not deal breakers:

- Snow resort experience
- French speaker

What your week at Rise will look like:

Arrival date:

You will be needed on site in France on the 12th December

The staffing team will organize your travel before-hand which will a coach departing the UK on the 11th December and arriving in resort on the 12th December.

Pre event:

Before the event starts all staff will have an orientation with their line manager and a full briefing to the week.

Arrivals Day:

Guests arrive from Saturday morning. 'Arrivals day' is all hands on deck as we welcome over 3000 guests, VIPS, artists and alike to the Festival.

During the week:

Having eyes and ears on what and who is going in and out of the site office

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Pack down:

We will need you on site up until 21st December

The staffing team will organize your travel before-hand which will be a coach leaving the resort on the 20th Dec back in the UK for the 21st.

Hours:

As with any live events, hours and schedules cannot be define to an exact t. Flexibility is required to deal with challenges and demands that may arise.

You will be working rotational shifts with the site office team across both day and night times.

You will of course have time to use your lift pass and explore the festival.

Availability:

-Travel to the resort on the 12th and return to the UK on 21st

-You will also be required for a UK based meeting in mid November.

Package & Benefits:

As well as being part of a growing independent company and the chance to swap the high-rise city for the high life in the Alps, we would make sure you are well looked after on site by providing you with:

- Fee to be agreed before the event and invoiced after the event
- Travel to and from the resort- booked for you beforehand.
- Accommodation in central area of the resort, sharing with other like-minded team members
- Lift pass for the duration of the festival
- Ski or snowboard hire for the duration of the festival
- Festival wristband to enjoy in free time
- Gain invaluable experience in a unique and challenging work place
- Learn new skills and develop with the company