Seasonal Ticket Staff Job Description

2026 position Overview

The Seasonal Ticket Staff supports all event ticket sales and box office responsibilities to meet the objectives and goals of the Greeley Independence Stampede. Supervision is provided by the Ticket Operations Manager, Ticket Operations Assistant Manager and Shift Leads.

Essential Job Functions

- Complete Ticket sales to the general public
- Use PacIO ticket system to process orders, accept payment, and print tickets
- Provide excellent customer service to guests including the ability to handle minor issues
- Balance individual cash drawer at the end of each shift
- Answer general event questions from guests
- Maintain integrity while having the responsibility of taking payments and selling tickets
- Support general office duties
- Assist with event set up and clean up as needed

Minimum Qualifications

- Computer experience including Microsoft Office
- Oral and Written communication skills
- Ability to read, write, and speak English fluently
- Reliable transportation
- Flexible schedule to fit the needs of event and peak times, including weekends and evenings
- Ability to pass a background check

Preferred Skills

- Bilingual
- Previous work or volunteer experience at the Greeley Stampede
- Experience handling high stress situations and fast paced environments
- Cashiering or sales experience

Projected Work Schedule

10-20 hours a week from May-June 21st for training purposes
25-50 hours a week June 21-July5
5-10 hours a week July 6-July 10 for clean up if needed

The Seasonal Ticket Staff is a seasonal hourly non-exempt position. The position requires flexible scheduling!

Compensation & Benefits

- Hourly range: $15.16 - $16.00
- Benefits: N/A

This job description is not intended to be all inclusive. Employee may be asked to perform other duties as needed to meet the needs of the organization and event.