



SlamMaster

Vancouver Poetry Slam

Job Description

Position: Managing an open mic and poetry competition every Monday night at Café Deux Soleils on Commercial Drive, Vancouver

Summary: The slammaster oversees VanSlam, a Vancouver Poetry House weekly open mic and spoken word event that occurs at Café Deux Soleils on Commercial Drive in East Vancouver. The slammaster has strong interpersonal skills, coordinates with hosts, performers, volunteers, technicians and restaurant staff, managing the event in a lively environment. Outside the Monday-night event, the slammaster oversees scores and helps with social media and marketing. Booking performers is done in coordination with the Artistic Director with a focus on diversity and equity. The position is contract and pays \$400 per month with an FTE of 0.125.

Duties:

- Manage slam
 - Arrive at 8PM to begin set up
 - Door set up for 8:30
 - Distribute volunteer materials
 - Coordinate with volunteers
 - Find audience volunteers
 - Coordinate with featured artist and host
 - Coordinate with related staff (make payments)
 - Show starts at 9PM
- Between shows
 - Keep track of scores for competitions
 - Work with Artistic Director to book artists so that Slam promotes the artistic vision of VPH to provide
 - Diversity of voices
 - Diversity of views & styles
 - Work with the Arts Administrator to
 - Keep the volunteer lists healthy
 - Promote shows on social media and website
 - Upload videos provided by the videographer to the youtube site
 - Work with the WordPlay Coordinator to
 - Give developing youth some stage time
 - Give youth some volunteer time to learn how the VPH slam is run