



Staff Brief: Theatre Scanner - UK Black Business Week & Show

Location: Theatres

About the Role:

Every packed-out session needs someone keeping the doors moving, and that someone is you. As Theatre Scanner, you're the fast-paced, people-facing gatekeeper making sure every attendee gets to their seat quickly and smoothly, playing a genuinely vital role in keeping the show running safely and on schedule.

If you enjoy quick thinking, staying organised under pressure, and being the friendly face people see the moment they arrive at a session, this role will suit you down to the ground.

Responsibilities:

- Scan attendees into the theatre with speed and accuracy, keeping the queue moving and the energy up
- Keep a close eye on room capacity and flag to the Theatre Manager the moment numbers approach the limit
- Maintain a smooth, orderly queue at the entrance, keeping guests informed and at ease while they wait
- Support the wider theatre team with general entry management throughout the day
- Set the tone with a friendly, efficient welcome as guests step into each session

What You'll Gain:

- Experience working at a large-scale show
- Access to the UKBBS After-Party
- A reference for future work
- A UKBBS code to invite friends/family (once confirmed)