

Job Description

Job Title: Student Venue Host

Reporting to: Venue Manager and Assistant Venue Manager(s)

Place of Work: The Glasshouse

Contract: Immediate start until 8th June.2026

Hours of Work: 8 hours a week

Applicants must be able to work Thursday 19:30 - 22:30 & Friday 19:15 - 00:15.

Salary: £12.60 per hour

Purpose of Role

The Venue Host is the "face" of entertainment at The Glasshouse. The primary purpose of this role is to own and deliver high-energy events, such as Bingo and Karaoke, adding charisma and personality to engage the student community. By building rapport with guests and supporting digital promotion, you will create an atmosphere that welcomes a diverse range of students to enjoy the ongoing activities and events hosted within The Glasshouse.

Key Responsibilities

- **Event Hosting:** Deliver engaging Bingo and Karaoke nights, acting as the primary point of contact and entertainer for the evening.
- **Customer Engagement:** Build individual connections with guests to ensure they feel special and welcome.
- **Content Creation:** Act as a de facto face of the venue for in-house promotional material and support the creation of creative content for Instagram.
- **Professionalism:** Work alongside the wider venue team in a respectful manner, upholding the reputation of the Students' Union.
- **Operational Support:** Assist with basic venue standards and ensure the event area remains clean and welcoming.
- **Compliance:** Adhere to all legal licensing, health and safety, and food safety policies during your shifts.

Host Job Scorecard

Mission

To create amazing experiences for our guests so they become loyal advocates for the business, thus enhancing the lives of the people in our community.

Outcome 1: Hospitality

You build genuine connections with the guests, acting as the life of the party and the primary point of contact during events. You read the room to interpret the energy of the crowd, ensuring every student feels included and like they belong. You go above and beyond standard hosting by creating stand-out moments that turn a standard night into an fantastic experience.

Outcome 2: Event Performance

Event attendance and engagement targets are achieved and exceeded by maximizing every opportunity to draw students into the activities (Bingo/Karaoke). You drive venue success by keeping the energy high, ensuring guests stay longer and participate fully, while seamlessly cross-promoting the venue's food and drink offerings as part of the entertainment.

Outcome 3: Standards

You take great pride in ensuring that the event space area meets York SU CS standards. You ensure all hosting equipment (mics, screens, prizes) are set up and that the environment is vibrant and welcoming. Anything that is outside of your control, such as technical issues or safety hazards, is reported in a timely fashion to the Venue Manager.

Outcome 4: Content & Event Knowledge

You have a full command of the event formats, rules, and digital tools required to host. You are confident in all areas of performing, public speaking and crowd control. Additionally, you are active in creating high-quality, engaging social media content alongside the team that reflects the brand accurately.

Outcome 5: Values, Purpose & Culture

You are a well-liked and respected member of the York SU CS family because you are collaborative, reliable, and the primary driver of "fun" within the venue. You are a trustworthy ambassador for the Union, living the core values and purpose of the business while appearing in promotional materials. You lead by example to ensure the venue culture remains inclusive, safe, and high-energy for everyone.



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Requirements	Essential	Desirable
Experience		
Experience in public speaking, hosting, or performing for a live audience	x	
Experience running interactive events like Bingo, Karaoke, or quizzes		x
Experience in creating social media content (Instagram/TikTok)		x
Knowledge & Skills		
Natural charisma, high energy, and an outgoing personality	x	
Ability to interact with customers clearly and professionally	x	
Comprehensive understanding of spoken English	x	
Personal Attributes		
Comfortable appearing in promotional marketing materials	x	
Ability to work well under pressure in a fast-paced environment	x	
Reliable, trustworthy, and a creative type	x	