



Hawk's Well Theatre



#JOB-2476031



HAWK'S WELL THEATRE, Temple Street,  
Sligo, Co. Sligo, F91 CFY7



No of positions : 1



Paid Position



30 hours per week



To be Confirmed



20/10/2026



17/11/2026

## How to apply

### Application Method :

Please apply to the vacancy by the following means:

Email : [admin@hawkswell.ie](mailto:admin@hawkswell.ie)



Open your camera  
app & point here  
to view this ad  
online



## Bar and Operations - Hawk's Well Theatre, Art Deco Theatre Ballymote & Temple Street Studio

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

Hawk's Well Theatre is an inspiring, welcoming and ambitious place to work at the heart of cultural life in Sligo and the North West. Alongside our main 340-seat theatre in Sligo, we operate the Art Deco Cinema & Theatre in Ballymote, welcoming thousands of visitors each year. Our operations, hospitality & front of house teams are the face of the organisation & a driving force behind the quality of experience we offer. The role offers variety, responsibility and the chance to help deliver memorable experiences for audiences, artists & visitors across a busy and growing organisation.

Working closely with the Operations Manager, the Bar & Operations will help deliver the day-to-day operation of both venues. A central part of the role is taking primary operational responsibility for the bar, alongside direct supervision of the front of house & bar teams. We are looking for a practical, positive & hands-on operational leader who enjoys solving problems, supporting colleagues and audiences, and helping busy venues run safely and professionally.

#### Key Responsibilities

Support the daily operation of both venues, ensuring activity runs smoothly, safely and to a high standard.

Act as Duty Manager as required, including evenings and weekends.

Support venue readiness for performances, events, workshops, hires and public activity.

Respond calmly & practically to operational issues, resolving them where possible and escalating when appropriate.

Provide operational continuity & appropriate decision-making cover in the absence of the Operations Manager.

#### Primary Delivery of Bar Operations

Take primary responsibility for the day-to-day operational delivery of bar services across the organisation. Ensure bar operations are safe, compliant, welcoming and efficiently staffed for each event.

Maintain high service standards and ensure compliance with licensing requirements and responsible service of alcohol.

Manage ordering, stock control, stocktakes, storage and replenishment of alcoholic & non-alcoholic products. Oversee tills, EPOS processes, cash procedures and accurate operational records. Monitor costs, reduce waste, support profitability and maintain effective supplier relationships. Prepare bar staffing requirements, shift briefings & post-event reporting in coordination with the Operations Manager.

#### Essential Experience & Skills

Experience in a front-line operational, supervisory or Duty Manager role

Experience managing or supervising bar or hospitality operations, including stock control & service.

Experience supervising, supporting and motivating staff teams.

Strong understanding of customer-facing environments and excellent standards of customer care.

Good working knowledge of health and safety, licensing & safeguarding in a public venue.

Flexible availability, including evenings and weekends. A full driving licence is required for the role.

Experience working in a theatre, arts centre, cultural venue or other live events environment.

- **Sector:** arts, entertainment and recreation

#### Career Level

- Experienced [Non-Managerial]