

Job posting

Freelance Field Researchers – Mortimer & Mimi Levitt Foundation

JOB DESCRIPTION

The Mortimer & Mimi Levitt Foundation (Levitt Foundation), a national private foundation based in Los Angeles, is conducting on-site surveys at permanent outdoor Levitt music venues, including the Levitt Pavilion located in downtown Arlington, beginning this May. The survey fielding effort will be conducted by a team of four field researchers who distribute and collect surveys during 2-hour shifts at 12 to 15 outdoor concerts throughout late May, June, and early July. This is an excellent opportunity for students to learn about audience research and evaluation methods specifically related to free, outdoor concerts.

Concerts occur Fridays through Sundays. Fielding session schedules will vary and will require researchers to be available for evening and weekend hours. Depending on weather conditions, some fielding sessions may need to be rescheduled to another evening. Dates for each fielding session, including back up dates to accommodate inclement weather, will be provided upon the interview.

Duties include:

- Collect surveys according to a detailed methodological protocol
- Provide the Field Research Coordinator with daily fielding reports
- Manage on-site fielding supplies, including fully-charged tablets, tracking sheets, name tags, etc.
- Respond to emails and calls from the Field Research Coordinator in a timely manner
- Communicate with a representative of the Levitt Pavilion, as needed

QUALIFICATIONS

The candidate should be a responsible, organized, prompt, and detail-oriented individual with excellent inter-personal and communication skills. Ideally, we are seeking freelance field researchers, undergraduate or graduate school students who have a background in the social sciences and/or experience with on-site survey collection.

The ideal candidate will also:

- be knowledgeable of the Levitt Arlington mission and its programming
- be proactive in approaching potential survey respondents
- be comfortable working in diverse communities and cultures, including those traditionally underrepresented in the arts
- have the ability to “think on your feet”
- be extremely reliable with a positive, friendly attitude
- be able to stand for long periods of time
- maintain a professional, neat appearance

COMPENSATION

- freelance fielders will receive an hourly wage of \$15-20, depending on qualifications and experience

TO APPLY

Please e-mail a brief cover note and resume to programs@levitt.org with “Freelance Field Researcher – Levitt Pavilion Arlington” in the subject line. Please, no phone calls. We look forward to hearing from you.

ABOUT THE MORTIMER & MIMI LEVITT FOUNDATION

The Mortimer & Mimi Levitt Foundation is a national private foundation that exists to strengthen the social fabric of America. Through its support of creative placemaking projects, the Levitt Foundation empowers communities to transform underused public spaces into welcoming destinations where the power of free, live music brings people together and invigorates community life.

The Foundation’s primary funding areas include permanent outdoor Levitt music venues and the Levitt AMP [Your City] Grant Awards, an annual grants competition. In 2019, free Levitt concerts will be presented in 26 towns and cities across the country. Levitt music venues and AMP concert sites collectively reach more than 750,000 people annually through over 550 free, family-friendly concerts. As an example of the high caliber talent presented across the Levitt network, the 2019 GRAMMY nominees included 17 artists who have performed on Levitt stages in recent years.

Permanent Levitt venues are located in cities as diverse as Los Angeles; Denver; Westport, Conn.; Dayton, Ohio; Bethlehem, Pa.; Memphis; Arlington, Texas; and Sioux Falls, S.D., opening this summer. Each Levitt venue is programmed, managed, and supported by its own 501(c)(3) Friends of Levitt nonprofit partner, presenting 50 free concerts every year featuring music of all genres. Due to accelerating interest from cities and engaged citizens, the national network of Levitt music venues is growing. Developing Levitt locations include Fort Lauderdale and San Jose, amongst other cities.

Learn more www.levitt.org.