

Conductor Coworkshare Program



ENSEMBLE

Ensemble Coworking is a collaborative business community and coworking space...but we are more than just a place to work. It's a place where professionals dedicated to running and growing their business come together in a community that fosters collaboration and connections.

We are seeking passionate people who would LOVE to become a member of our community by serving as a Conductor in the **Coworkshare Program**. You will be the first point of contact for our guests and will also get to know our members in an accelerated manner. You are sure to meet a lot of interesting people who could be a great connection for you and your business. You will represent Ensemble Coworking and your fellow community members while working in an inspiring workspace.

How It Works

- Work 1 day a week (the same day) at the front desk for a 6-month commitment in exchange for a Full-time Open Coworking Membership.
Membership includes:
 - 24/7 open coworking access
 - 6 hours of conference room usage
 - 100 B/W, 25 color print or copies
 - Free gated parking
 - 24/7 access
- Work during normal business hours with one hour for lunch
- Conductor is not required to work on holidays in which Ensemble is closed

PLUS

- 1 hour of private coaching monthly with Tamara Payne, Founder | CEO of Ensemble and business coach and strategy consultant
- Logo plaque on the Sponsor Partner wall across from our large event space, in main walkway
- Business card placement prominently display under Sponsor Partner wall
- Logo on Sponsor Partner section of web site
- Social media mentions
- Accelerated relationships with community
- Extra support and resources

Is This You?

We are seeking passionate people who desire to become an active member of the Ensemble community by serving as a Conductor in the Coworkshare Program. Our Conductors are the first point of contact for our guests and conduct the space during their day they serve. On a Conductor's workday, they represent Ensemble, their

fellow community members and their own business. We expect professionalism and courtesy to your fellow members and their guests.

We want our Conductors to succeed in their role. Do you possess these qualities?

- Be a quick thinker
- Self-assured
- Able to work independently
- Problem solver
- Good Communicator
- Energetic
- Personable
- Passionate about entrepreneurship
- Servant leader heart
- Practical knowledge of business
- Punctual and professional
- General computer skills

What You'll Be Doing

Conductors work closely with the Community Manager, helping create an inclusive culture focused on supporting members and helping them make the most of their membership.

- Front-end hospitality
- Connect with the members
- Communicate with staff
- Event assistance
- Provide tours
- Refill supplies
- General cleaning
- Conference room setup/breakdown
- Keep coffee / tea hot and ready
- Help members w/technology issues
- Answer phone and emails
- Sort mail and notify members

If this is you or you want to find out more, click [Apply Here](#). Someone will follow up in the next 24 - 48 hours. If you have questions you'd like answered before you apply, please email connect@ensemblecoworking.com or call 817.984.3633.