

Job Description

Title: Social Host
Reports to: Cruise Director

Primary Function

The primary role of a Social Host or Hostess is to assist the Cruise Director daily to create a fun and entertaining environment for the guests as well as execute tasks to aide the Cruise Director and Assistant Cruise Director in managing the Entertainment Department.

Major Functions

- ***Entertainment*** – Social Hosts and Hostess' are primarily Entertainers, helping the Cruise Director guide the guests through a memorable vacation.
 - *Activities* - A Social Host or Hostess is in charge of running the majority of the activities that happen around the ship. Always be prepared with all required equipment, arrive early and ensure that all events start in a timely manner. Activities vary from ship to ship.
 - *Shows* – At least one Host or Hostess is required to be at each Main Show to watch for flash photography and videotaping as well as be present and calm in the event of any emergency during a performance. This applies to Production Shows as well as Comedy and Variety Performances.

- ***Information*** – A Social Host or Hostess is often called upon by both guests and crew to answer questions involving all facets of the ship including Schedules, Safety, Concessions, and Ports of Call.
 - A Social Host or Hostess acts as the Cruise Director's liaison to the guests whenever he/she is not present. A Host or Hostess will be skillful in Public Relations, Supervision, Organization and Motivation. He/She should be aware of all events onboard, both Entertainment and others and be prepared to answer questions presented by the guests.
 - A Social Host or Hostess should be able to answer questions regarding Shore Excursions available in each port of call as well as attend, each cruise, the Cruise Director's Travel and Adventure Talk.

- **Staff/Shipboard** – The social host position is also a middle manager in the Entertainment Department. Hosts are often responsible for ensuring that information and emails are properly communicated, essential paperwork is completed, and meetings and drills are attended by all members of the department.
 - Host On Duty – At regular intervals each Host or Hostess will be required to remain onboard and execute extra duties primarily in the office to assist with daily paperwork and be “on-call” as the representative and informant for the Entertainment Department.
 - Port Manning – A Social Host or Hostess will be responsible for ensuring that Port Manning IDs and Postings are updated and correct. They are often called upon to switch IDs during a designated time as well.
 - Debarkation – The Host Team is responsible for coordinating with the Chief Purser, Cruise Director, and Shoreside Personnel to ensure a swift and organized debarkation process in the Home Port.

- **General** – The exact duties and responsibilities of a Social Host vary widely from ship to ship. Even specific activities can be executed in many ways. It depends primarily on the Cruise Director and/or Assistant Cruise Director.