



## **JOB DESCRIPTION: STAGE SUPERVISOR (GAC)**

REV: 12/2024

**Job Title:** Stage Supervisor - The Norma Terris Theater (GAC)

**Reports to:** Technical Director

**Department:** Production/Deck Crew

**FLSA Classification:** Temporary Full-Time Non-Exempt

**Rate:** \$19.00 per hour, Time and a half over 40

Goodspeed Musicals is committed to cultivating an environment where equity, diversity, inclusion, accessibility, and belonging are experienced at all job levels throughout our organization. Goodspeed is proud to be an Equal Opportunity Employer and aims to have a diverse staff that is representative of all theatre makers. BIPOC (Black, Indigenous, and People of Color), LGBTQIA+, and people with disabilities are strongly encouraged to apply.

*Please be advised that the current representation for this position is under IATSE Local 84. The benefits outlined will apply until a formal agreement is reached between IA and Goodspeed. It's important to note that these benefits may be subject to adjustments based on the outcome of ongoing negotiations. Do not need to be union to apply.*

**General Statement of Job Function:** The GAC Stage Supervisor is responsible for the operation of all scenic moves, coordinating with the scene shop on any maintenance and repair needs during performances and rehearsals for productions at the Norma Terris Theatre. They lend support to the scene shop in the implementation, load-in, and strike of all scenic elements at both the Norma Terris Theater and Goodspeed Opera House.

### **Principle Duties and Responsibilities:**

- Practice safe and appropriate operation of all scenic moves during rehearsals and performances.
- Practice proper rigging, carpentry, and stage operation techniques.
- Complete all assigned scenic moves in a safe, accurate, and timely manner during rehearsals and performances.
- Attend and participate in all technical rehearsals, notes, crew calls, and performances as assigned.
- Assist in coordinating the shifting and storing all scenic and properties elements.
- Assist with updating/documenting shift paperwork.
- Maintain the physical quality and safe operation of all scenic elements for each production.
- Complete daily/weekly inspections of all rigging and motorized scenic elements.
- Email reports to the PM/TD and Assistant Technical Director (ATD) that includes notification of highlights, things of interest, and when additional shop support is needed to maintain and/or repair damaged scenic elements or production equipment.
- Assist in the load-in, strike, and any notes for scenic elements.
- Maintain a stock and inventory of hardware, tools, cleaning supplies, and rigging supplies for theater space.
- Practice safe and appropriate use of common chemical based products found in a scene shop including, but not limited to: solvents, fillers, paints, adhesives, epoxies, etc.
- Maintain a clean, safe, respectful, and collaborative work environment.
- Foster a positive and collaborative work environment by resolving conflicts between employees, including addressing interpersonal issues, mediating disputes, and facilitating open communication to ensure a harmonious team dynamic.



- Exhibit interpersonal savvy, which includes relating comfortably to a variety of personalities, skills, and knowledge, cultivating and maintaining positive relationships, employing discretion, diplomacy, and tact, seeking the positive in all situations.
- Comfortably and effectively cope with change and ambiguity, which includes effectively transitioning between tasks and timelines, identifying priorities and making good decisions with a minimum of information, and staying relaxed and proactive when things are uncertain.
- A commitment to an equitable work environment, which includes the use of gender-inclusive language, support for individual gender expression, racial equity, intergenerational collaboration, accessibility for people with disabilities, and cultural sensitivity.

**Other Duties and Responsibilities:**

- Provide assistance to other departments during the run of a production including, but not limited to, prop and costume handoffs.
- Assist in the construction of scenic elements in the scene shop.
- Assist in the moving of scenery around the Goodspeed campus.
- Other duties as assigned.

**Required Qualifications & Skills:** Experience in technical theatre; Strong knowledge of current rigging, carpentry, motion control, and stagecraft techniques; Ability to work comfortably at elevations of up to 30 feet; Strong knowledge and experience with basic hand and power tools; Ability to troubleshoot problems in a safe, efficient, and calm manner under pressure; Ability to work safely and effectively in a collaborative environment with a wide variety of coworkers at varying levels of skill and knowledge; Ability to work long hours and stand for to 4-6 hours during tech rehearsal, show run and all performances; Available nights, weekends, and the occasional holiday.

**Preferred Qualifications & Skills:** Valid driver's license with safe driving record; Comfortable driving a 26' Box Truck;