



JOB TITLE: Assistant Stage Manager

POSITIONS AVAILABLE: 1

REPORTS TO: Production Stage Manager

CONTRACT TIME: 7/3/18 - 8/12/18

SUMMARY OF POSITION

For CCT production of Urinetown, performed by the Advance performance Academy’s Young Adult Ensemble. Assists the PSM in the running of rehearsals: managing the actors, preparing the rehearsal venue, helping with rehearsal props and furniture, notate blocking when necessary, provide clerical help, etc. In the performance venue, the ASM will manage the “deck” during rehearsals and performance, may help train the show crew, and help prepare the theatre for opening and closing. The ASM may be called on to assist with load-in and load-out of the show.

REHEARSAL SCHEDULE

July 3 - 7 (Naghten St.)

TUE	July 3	5:00pm - 9:00pm
WED	July 4	OFF
THU	July 5	5:00pm – 9:00pm
FRI	July 6	5:00pm – 9:00pm
SAT	July 7	5:00pm – 9:00pm

July 16 - 20 (Naghten St.)

MON	July 16	5:00pm – 9:00pm
TUE	July 17	5:00pm – 9:00pm
WED	July 18	5:00pm – 9:00pm
THU	July 19	5:00pm – 9:00pm
FRI	July 20	5:00pm – 9:00pm

July 9 - 13 (Naghten St.)

MON	July 9	5:00pm – 9:00pm
TUE	July 10	5:00pm – 9:00pm
WED	July 11	5:00pm – 9:00pm
THU	July 12	5:00pm – 9:00pm
FRI	July 13	5:00pm – 9:00pm

July 23 - 27 (Park Theatre)

MON	July 23	5:00pm – 9:00pm
TUE	July 24	5:00pm – 9:00pm
WED	July 25	5:00pm – 9:00pm
THU	July 26	5:00pm – 9:00pm
FRI	July 27	5:00pm – 9:00pm

PERFORMANCE SCHEDULE

July 29 – Aug 4 (Park Theatre)

SUN	July 29	12:00pm – 10:00pm	Tech Rehearsals
MON	July 30	12:00pm-10:00pm	Tech & Dress Rehearsals
TUE	July 31	12:00pm – 10:00pm	Dress
WED	Aug 1	12:00pm – 4:30pm	Dress
THU	Aug 2		SHOW #1
FRI	Aug 3		SHOW #2
SAT	Aug 4		SHOW #3
SUN	Aug 5		SHOW #4
			SHOW #5

Aug 8-12 (Park Theatre)

WED	Aug 8	SHOW #6	6:00pm – 10:00pm
THU	Aug 9	SHOW #7	6:00pm – 10:00pm
FRI	Aug 10	SHOW #8	6:00pm – 10:00pm
SAT	Aug 11	SHOW #9	6:00pm – 10:00pm
SUN	Aug 12	SHOW #10	1:30pm – 5:30pm

COMPENSATION

This positions pays \$750 for the entire contract, dispersible at final performance.

TO APPLY: Submit letter of interest and resume to Production Stage Manager, Stacie Bigl at stacie@columbuschildrenstheatre.org. Submissions are accepted until position is filled.