



JOB TITLE: Production Assistant

POSITIONS AVAILABLE: 2

REPORTS TO: Production Stage Manager

CONTRACT TIME: 7/9/18 -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: preparing the rehearsal venue, helping with rehearsal props and furniture, provide clerical help, etc. In the performance venue, the PA will assist the show crew, and help prepare the theatre for opening and closing. The PA may be called on to assist with load-out of the show.

REHEARSAL SCHEDULE

			WED	July 18	5:00pm – 9:00pm
<u>July 9 - 13 (Naghten St.)</u>			THU	July 19	5:00pm – 9:00pm
MON	July 9	5:00pm – 9:00pm	FRI	July 20	5:00pm – 9:00pm
TUE	July 10	5:00pm – 9:00pm	<u>July 23 - 27 (Park Theatre)</u>		
WED	July 11	5:00pm – 9:00pm	MON	July 23	5:00pm – 9:00pm
THU	July 12	5:00pm – 9:00pm	TUE	July 24	5:00pm – 9:00pm
FRI	July 13	5:00pm – 9:00pm	WED	July 25	5:00pm – 9:00pm
<u>July 16 - 20 (Naghten St.)</u>			THU	July 26	5:00pm – 9:00pm
MON	July 16	5:00pm – 9:00pm	FRI	July 27	5:00pm – 9:00pm
TUE	July 17	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	SHOW #1	6:00pm – 10:00pm
THU	Aug 2			SHOW #2	6:00pm – 10:00pm
FRI	Aug 3			SHOW #3	6:00pm – 10:00pm
SAT	Aug 4			SHOW #4	6:00pm – 10:00pm
SUN	Aug 5			SHOW #5	1:30pm – 5:30pm

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

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