

NEW STAGE *Theatre*

New Stage Theatre, Mississippi's Professional Regional Theatre, is seeking to fill several production positions including **Production Manager, Assistant Technical Director and Design Assistant, Production Associate;** and **Costume Apprentice.** Located in Jackson, and now in its 56th year, New Stage produces a full professional season, including five main stage shows in the subscription series, a Holiday show, children's show, the Unframed at New Stage Theatre Series, and selections in the Mississippi Play Series and the Eudora Welty New Plays Series, named in honor of the acclaimed writer, a member of the theatre's board. New Stage was recognized in the April 2017 issue of Southern Theatre magazine as a trailblazing theatre and was featured in the May/June 2017 issue of American Theatre magazine. In 2016, the Mississippi Humanities Council honored the theatre as Partnership of the Year and New Stage was awarded the 2019 Governor's Award for Excellence in the Arts.

The theatre is dedicated to cultivating and educating a culturally diverse audience by gathering the finest available resources including playwrights, actors, directors, designers, technicians, administrators, trainees, and board members. Integral to the theatre's total effort, its education department maximizes its potential by offering artistic and technical internships, by mounting intern touring programs supported by teachers' materials for schools statewide, and by developing curricula for and teaching youth and adult classes.

The **Production Manager** will oversee all Mainstage and Second Stage Productions, working with theatre leadership to coordinate all aspects of theatre production. The PM holds the primary responsibility for all areas of production, including but not limited to lighting/electrics, scenery and props installation, costumes, and sound. The production manager will also have lighting or scenic design responsibilities for some shows.

The **Assistant Technical Director & Design Assistant** will work with the 8-member production staff on all Mainstage, Educational and Second Stage Productions, working with theatre leadership to coordinate all aspects of theatre production, including oversight of all technical volunteers and running crew, assisting with stewardship of design and execution/build processes, facilities maintenance, and other duties as well as design assignments as assigned.

The **Production Associates** will work within the 8-member production staff on all Mainstage Productions and will work on the crews for performances. There may be opportunities for design for production associates.

The **Costume Apprentice** will be assigned sewing and maintenance duties for each Mainstage Production and will also work as wardrobe coordinator for performances.

Ideal candidates for all positions will have strong collaboration, communication and technical skills, be able to demonstrate high quality and standards; and maintain a safe and supportive work environment. Previous professional experience required and

BA/BFA. Salaries for the positions are competitive, based on experience. Benefits included for full-time positions.

New Stage Theatre is committed to creating an inclusive environment for all employees. Candidates of all backgrounds are strongly encouraged to submit their information.

For the safety of our guests and staff, New Stage Theatre requires employees to be fully vaccinated against COVID-19. Documentation of vaccination status must be provided if an offer of employment is made.

Interested candidates should send email with a cover letter, résumé, and a list of three references to submissions@newstagetheatre.com by April 15, 2024

For more information and full job notices and descriptions go to www.newstagetheatre.com/about/employment/