



## POST-SECONDARY STUDENT JOB OPPORTUNITY

Shakespeare by the Sea Festival Inc. is seeking to hire **two Stage Managers** for **525 hours** of employment and **one Stage Manager** for **245 hours** of employment during **May–August 2017** in St. John's, NL at the rate of **\$11.25 per hour**.

### Duties:

- Maintain communications with performers and all members of the production team.
- Schedule rehearsals and support the director in running rehearsal.
- Run all performances.
- Oversee the acquisition and/or assist in the construction of all props, costumes, and set pieces for the production. Create paperwork that tracks the use of these items in the show.
- Compile and maintain blocking notes.
- Complete and distribute rehearsal and performance reports as required.
- Attend weekly production meetings.
- Assist with distribution of posters and flyers.
- Support the Artistic Leadership Team on organizing teambuilding events for company members and public events held by the festival.
- Other duties as assigned.

### Qualifications:

- Excellent organizational and communication skills.
- A strong team player, who also possesses the ability to work under their own initiative.
- A high degree of professionalism and strong interpersonal skills.
- An enthusiastic and positive outlook and understanding of what it means to be a leader.
- A demonstrated passion for theatre and community building.
- A driver's license and access to a vehicle is an asset (mileage costs are compensated).

### Terms and Conditions:

- This position is through the Canada Summer Jobs program. To be eligible, students must be:
  - Between 15 and 30 years of age;
  - Registered as a full-time student in the previous academic year and intending to return to school on a full-time basis in the next academic year;
  - Canadian citizens, permanent residents, or have official refugee protection status under the Immigration and Refugee Protection Act; and
  - Legally entitled to work in Canada, according to relevant provincial/territorial legislation and regulations.
- Like all positions funded by CSJ, this position is contingent on the festival receiving funding when 2017 CSJ grants are announced.
- Evening and weekend work is required, and you may be required to work on holidays.
- Full terms and conditions will be discussed with those candidates invited to interview and confirmed with the successful applicants in their contract.

### How to Apply

Please send resume and cover letter by email to:

**Ian Campbell, Artistic Director**

[ian@shakespearebytheseafestival.com](mailto:ian@shakespearebytheseafestival.com)

**Deadline: 5pm (NL Time) on Monday, March 27, 2017**