



## Position Description

<b>Position Title:</b>	Lehrer Vocal Institute Production Stage Manager
<b>Department:</b>	Artistic Operations
<b>Location:</b>	Santa Barbara, CA
<b>Status:</b>	Seasonal, Full-Time, Non-Exempt
<b>Employment Period:</b>	Monday, June 19 through Sunday, July 30, 2023

### Position Description

Serve as Production Stage Manager for three Vocal presentations (5 performances total)

- Una Noche en Miraflores: June 23, 2023 (Hahn Hall)
- La bohème: July 14 and July 16, 2023 (Granada Theatre)
- Cabaret 1979 directed by James Darrah: July 27 and 29, 2023 (Hahn Hall)

### Position Responsibilities

- Track staging, attendance, changes in schedule, props, costumes and scenic
- Produce daily rehearsal notes and performance reports. Produce status reports to designers and production team
- Create necessary running documents for the show crew
- Oversee two Assistant Stage Managers
- Compile calling score for all three productions
- Call performances

### Candidate Profile

The Music Academy values colleagues with diverse perspectives who thrive in a collaborative, highly communicative workplace. Our administration collectively informs and agrees upon the organization's expectations for teamwork, including a positive, goal-oriented environment that positions every employee for success.

The Music Academy seeks up to three Stage Crew positions. Responsibilities will be assigned based on the strengths and experience of the selected candidates.

The ideal candidate will demonstrate some, if not all, of the following:

- Knowledge of opera or classical music production
- Ability to read music
- Experience with theatre audio and lighting
- Experience with ArtsVision a plus
- Excellent written and verbal communications skills
- Strong critical thinking, strategic planning, and problem-solving skills
- Superior organizational skills and attention to detail

- Ability to work on a team and adapt to changing work priorities
- Positive and professional demeanor
- Previous summer festival experience a plus

### **Additional Requirements**

- Some nights and weekends, including concert duty
- Frequent travel between Music Academy's Miraflores campus and off-site venues
- All administration, teaching artists, and fellows on campus must provide proof of COVID vaccination

### **Compensation and Benefits**

This is a seasonal, non-exempt, full-time position. Compensation is \$25-\$30 per hour, commensurate with skills and experience. Seasonal employees are not eligible for Music Academy benefits unless required by law. Housing is included during the summer residency for those not based in the Santa Barbara area. Lunch is provided on the Miraflores campus Monday-Friday for those not on the residential meal plan. Complimentary tickets are offered when available.

### **Application Process**

Please email a letter of interest and current resume to [hr@musicacademy.org](mailto:hr@musicacademy.org), using the subject header **LVI Production Stage Manager**. PDF format only. No phone calls, please. A background screening will be performed as a condition of employment.

The Music Academy is an equal opportunity employer. We aim to create a diverse and inclusive work environment and we value each employee's unique experiences and perspectives.

### **About the Music Academy**

Located in Santa Barbara, the Music Academy creates a space where exceptional talent can thrive by encouraging artists to stretch, experiment, improvise, and play. We give artists the tools they need to become not just great musicians but great leaders. With the sun shining brightly on possibility and potential, we unleash the creators who will reimagine the future of classical music. We catalyze the change that will propel classically trained musicians boldly forward.

The Music Academy's year round programs are: an annual Summer Festival for 136 fellows with more than 120 performances and events, Solo Piano, Duo, Fast Pitch, and Marilyn Horne Song Competitions; the Keston MAX partnership with the London Symphony Orchestra; the Innovation Institute's Alumni Enterprise Awards; a new Mariposa Series of concerts by Academy-affiliated artists, and *Sing!*, a children's choir free of charge for all participants that performs with local, national, and international partners.

For more information, visit [musicacademy.org](http://musicacademy.org).