



Position Description

Position Title:	Lehrer Vocal Institute Assistant Stage Manager
Department:	Artistic Operations
Location:	Santa Barbara, CA
Status:	Seasonal, Full-Time, Non-Exempt
Employment Period:	Monday, June 29 – Sunday, July 26, 2026

Position Description

Serve as Assistant Stage Manager for two Lehrer Vocal Institute (LVI) productions during the 2026 Summer School & Festival.

- Fully staged production of Kevin Puts' *Elizabeth Cree* at the Granada theater in downtown Santa Barbara on Friday, July 24 and Sunday, July 26, 2026.
- LVI Opera Scenes at Hahn Hall on the Music Academy of the West campus on Tuesday, July 14, 2026.

Position Responsibilities

- Attend rehearsals, lighting sessions and performances
- Track staging, changes in schedule, props, costumes and scenic
- Produce daily rehearsal notes and performance reports. Provide status reports to designers and production team
- Create necessary running documents for the show crew
- Run backstage elements of performances
- Other duties as assigned

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 two Assistant Stage Manager 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 classical music production
- Ability to read music a plus
- 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

Compensation and Benefits

This is a seasonal, non-exempt, full-time position. Compensation is \$19-22 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. Complimentary tickets are offered when available.

Application Process

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

Application review will begin in January and interviews will be scheduled on a rolling basis. Positions will be posted on our website career page while they remain active, and will be removed once a position has been filled.

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 of the West

The mission of the Music Academy of the West is to provide classically trained musicians and diverse audiences with transformative educational and performance experiences. We support musicians to expand their talents, inspire each other, and pursue artistic innovation.

As part of its annual Summer Music Festival & School, the Academy presents the Fellowship Institute, which trains up to 150 fellows ages 18–34, alongside the new High School Intensive, a two-week program for 105 gifted musicians ages 14–18. Year-round programs include *Sing!*, a youth choir that performs with local, national, and international partners; and the Mariposa Concert Series, featuring Academy-affiliated artists. Each summer, the Festival showcases more than 100 performances and events, including masterclasses, competitions, and a fully staged opera. ***The 2026 Summer Music Festival & School will run June 14–August 8, 2026. The complete performance lineup for the Festival will be unveiled in early 2026.***

For more information, visit musicacademy.org.