

JOB: THEATRE ENCOUNTER – STAGE MANAGER

Theatre Encounter, Calgary's Expressionist theatre company, seeks a professional stage manager for its upcoming presentation of PRAIRIE MADNESS, a new collaboratively created performance, to be presented in March 2024 at the Studio Theatre at cSpace Marda Loop (Calgary AB).

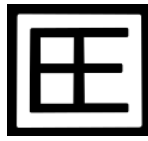
As an essential part of the production team, the stage manager will work closely with the director to coordinate the logistics of the presentation in the theatre and rehearsal hall, support the health and safety of performers, and contribute to a collaborative and experimental performance environment.

KEY RESPONSIBILITIES:

- Attend all rehearsals, providing organizational support to the director, including but not limited to:
 - Tracking performer blocking and taking line notes
 - Demarcating the space for designer and performer spacing
 - Noting changes and decisions that may impact design or technical needs
- Communication with the the cast and design team regarding rehearsal needs, meetings, schedule adjustments, etc.
- Assist with load-in and load-out at the venue for performances and presentations, including communicating company needs to the technical staff at the venue
- Provide technical support not provided by the venue, including calling cues for rehearsals and presentations and/or running tech for the performance if required
- Other duties as prescribed by the artistic director

TRAINING AND EXPERIENCE:

- Degree or Diploma in stage management, technical theatre, or equivalent experience
- Knowledge of rehearsal and performance norms and etiquette, including health and safety best practices
- Working knowledge of theatre technology, such as lighting and audio boards, and/or willingness to learn new technologies as part of the rehearsal period
- Proficiency in Qlab, including video and projection functions
- First-Aid certification is an asset
- Interest or experience in experimental theatre, devised and collaborative creation processes is an asset



Compensation for this position is \$3888 CAD for an anticipated 144 hours between (approx.) December 18, 2023 and March 25, 2024. Theatre Encounter rehearses on a part-time schedule, primarily evenings and weekends, however a greater time commitment should be expected during the production and performance period (March 10-24).

To apply, please send a brief cover letter and resume to artisticproducer@theatreencounter.com

For more information on Encounter's upcoming projects, please visit www.theatreencounter.com