



Position Title: Summer Theatre Academy Production Assistant

Position Description:

- Seasonal Academy Production Assistant provides technical support for four student shows in the 225 seat Studio Theatre at the Tempe Center for the Arts. The Production Assistant will support multiple departments and work closely with Academy Manager, Production Manager, and resident Stage Manager. Tasks will depend on the needs for each production and may include pulling or shopping for costumes, props & sets, preparing construction materials for stagecraft students, designing and building props, and assisting with lighting and sound setup at the Tempe Center for the Arts.

Time Commitment:

- This is a seasonal position not exceeding 25 hours a week beginning May 22nd and continuing through July 29th. Ideal candidates are available for 9 weeks of programming (no classes July 4-8th).
- There are no Academy classes from July 4-8th and no hours for Production Assistant will be available that week.
- Production Assistant must be available on Monday's from 8am- 2pm, although schedule is flexible for the remaining hours each week.

Qualifications:

- Minimum of 18 years of age.
- Experience working in technical theatre
- This position will include some local travel (shopping for item, pulling set or props from warehouse in Phoenix, and traveling between Childsplay Campus and Theatre) Candidates

must either have at least 6 years of clean driving record in order use Childsplay vehicles OR have reliable transportation willing to use for the job (Childsplay will reimburse for mileage).

- Experience working with young people a plus

Compensation: \$11 an hour

Benefits:

- Training and Support: Associate will participate in some theatre education training, and first-aid/CPR training.
- Childsplay will pay the cost of obtaining an Arizona Fingerprint Clearance Card, required for working with young people in the state of Arizona.
- Position may fulfill internship requirements. Please check with your university to determine whether credit is available for this opportunity.

To apply please submit cover letter and resume to Childsplay Theatre Academy Manager Katie Brantley, at kbrantley@childpslayaz.org by March 31st.