



Properties Master — Overview

Childsplay, Arizona's professional theatre for young audiences, is seeking a Properties Master to join the staff as a full-time employee. We produce 6 productions on the mainstage, 1 to 2 national tours, and 1 to 2 local state tours per year.

Reports to: Production Manager

Hours: Full-time (May work nights, weekends, and Holidays as needed)

Job Summary and Responsibilities: The Props Master works closely with the scenic designer, director and all production staff to help create the artistic vision for the property needs of each production. They are responsible for purchasing, acquiring, manufacturing, and overseeing any props needed for each production and maintaining them throughout a show. The Props Master also works to manage the physical appearance of the scenery with set dressing requirements. The Props Master works with the stage managers to acquire rehearsal props as needed.

Duties include, but are not limited to: designs/pulls/shops/creates props for each production per season, assists other designers/departments as needed; provides general support of the overall production quality of each show, and assists in general maintenance of the shop. The Props Master will also provide assistance when needed for technical set-ups on the property for special events. The Props Master will attend weekly staff meetings and all production and design meetings.

Experience: At least 1-2 years of experience in properties construction

Knowledge, Skills, and Abilities:

- Cost estimating and time management skills
- Working knowledge of properties construction techniques and materials
- Working knowledge of shop tools and equipment including welders and sewing machines
- Knowledge of building furniture from scratch
- Skills should include welding, carpentry and upholstery
- Ability to recruit, train, and retain overhires
- Ability to multi-task and have strong organizational skills
- Ability to adhere to schedules and meet all production deadlines

Salary: \$32,500 + benefits

Childsplay values equity, diversity, and inclusion (EDI) throughout our organization, programs, and audiences. We are committed to giving underrepresented artists a safe space to create art and community.

By welcoming people with differences in religion, ethnicity, sexual orientation, class, gender identity, ability, and age we are better able to celebrate that which brings humankind together: Imagination and Wonder.

To apply, please email production@childsplayaz.org with your resume and portfolio. Submissions must be emailed by May 15 to be considered for the position. For more information about our company please visit www.childsplayaz.org