



Company One Theatre: Assistant Stage Management Intern

Company One Theatre, in residence at the Boston Center for the Arts, seeks an Assistant Stage Management intern for their production of EDITH CAN SHOOT THINGS AND HIT THEM, running June 4 – 27.

JOB RESPONSIBILITIES

- Attend and assist with all scheduled rehearsals, technical rehearsals, dress rehearsals, and performances to ensure all call times are being met and all production equipment is kept in appropriate working condition.
- Assist the Stage Manager as a liaison between actors and production staff
- Assist the Stage Manager in recording all stage directions, lighting cues, sound cues, and video cues
- During performances:
 - manage the backstage area, all actors and crew
 - be aware of actor's cues during the show
 - assist actors with entrances, exits, costume changes, etc.
 - act as a point person for actors with regard to dressing room needs and maintenance
 - assist the Stage Manager in transitions between shows and/or closing up the space including tidying up dressing rooms and removing trash nightly, taking inventory of costumes and props post-show, and laundering costumes as needed.

REQUIREMENTS

Must have a love of theatre, interest in gaining backstage experience, and strong attention to detail. Must work well as part of a team - strong collaborators only! Previous experience in theatre is a plus, but not required.

Candidates from diverse backgrounds and/or traditionally under-represented groups are strongly urged to apply.

Some rehearsals will be held in late March and early April, resuming again May 3 through opening. The ASM intern would be encouraged to join the process as early as possible, but would not be required at rehearsals until May. Rehearsals will be held Tuesday through Thursday nights and Sundays, with some Monday nights and Saturdays added closer to opening week. Performances are Wednesday through Saturday nights and Sunday matinees.

ABOUT US

Company One's mission is to change the face of Boston theatre by uniting the city's diverse communities through innovative, socially provocative performance, and the development of civically engaged artists. We value community engagement, collective decision-making, transparent communication and mentorship.

Our Core Values

- Never be satisfied
- Diverse, socially conscious thinking
- Innovation and creative problem solving
- Artistic excellence
- Development of the individual as part of the greater community

Learn more about us: www.companyone.org

HOW TO APPLY

Please submit your cover letter and resume to Sarah Cohan, HR Manager, at employment@companyone.org.