2024 Glimmer Globe Theatre Stage Management Position at Fenimore Art Museum

Description:

Fenimore Art Museum and The Farmers’ Museum seek a stage manager for their upcoming mainstage production of Twelfth Night. The position is intended to run from mid-May to mid-August 2024, and includes a stipend/honorarium of $1000.

For more information, please contact Fenimore’s HR department at 607-547-1462 or email mary.myers@fenimoreart.org.

** Please send any application materials to HR by April 1. **

Internship Overview:

• 2024 Productions:
  • Glimmer Globe Theatre production of **Twelfth Night** (Announcement Coming mid April), with 10 performances running July 17 to August 15 on Wednesdays and Thursdays in Fenimore’s Lucy B. Hamilton Amphitheater.

• Qualifications:
  • A passion for theatrical arts, and experience working on multiple facets of theatrical productions.
  • Prior stage management or stage crew experience desired.
  • Excellent team communication skills.
  • Familiarity with Word, Excel (Photoshop/Publisher a plus).
  • Ability to work collaboratively with a director/production manager, as well as under limited supervision.
  • Weekday and weekend availability, as rehearsal schedules can differ from week to week.

• Responsibilities:
  • Serve as Stage Manager for the above mainstage productions held outdoors on Fenimore Grounds.
- Attend Mainstage Rehearsals, and assist the director in the duties of stage management. Taking blocking, writing line notes, taking notes from the director, writing rehearsal reports etc.
- Assist in planning rehearsal processes and coordinating the differing schedules of a diverse local cast.
- Assist the artistic staff in making/purchasing materials & properties needed for the productions.
- Assist the Manager of Performing Arts Programs in the setup and teardown of each production, including the set/tech/shelters before/after each performance (two per week, likely Wednesdays and Thursdays).