

Stage Management Opportunities:

WKP seeks two Production Stage Managers, one for each show. These are paid positions, to be compensated with a modest stipend at the conclusion of our touring season.

Duties include:

- Maintaining rehearsal schedule and daily call sheets
- Timely posting of rehearsal reports
- Creating an accurate prompt book
- Communicating rehearsal and performance information, including schedule changes, to all affected
- Filing incident, accident, repair reports
- Facilitating/running pre-show warm-ups and rehearsals in cooperation with the needs of the directorial team and the needs of actors (keeping time, including breaks, communicating rehearsal plans with actors, managing attendance, etc.)
- Checking set-up for accuracy and safety
- Managing performances*
- Prompt filing of show report
- Supervision of strike, pack out, and bus pack

*Please be aware that WKP does not use stage lighting (other than a static wash with house lights on when indoors), electronic effects, or electronic sound (other than for reinforcing voices in outdoor venues). Our Stage Management roles during the touring season are therefore less about calling cues over a headset, and more about managing the logistical needs of a mostly-outdoor touring theatre production. Questions about what this looks like? We'd love to chat more! Email us at willkempesplayers@gmail.com)

Availability Requirements:

WKP's standard rehearsal week is M-Th 6:30-9:30 pm. Stage Management may be asked to stay until 10 pm to debrief with directors and finalize rehearsal report details. We also hold production meetings before rehearsal once a week with both production teams and WKP production staff. Stage Management attendance at these meetings is as-needed based on the requirements of the production. WKP rehearses both our summer productions in repertory, with 2 rehearsal days a week given to each show. Stage Managers are needed at all rehearsals for the production on which they are staffed (with occasional absences accommodated as necessary at the discretion of the production team). Tech/dress week attendance is mandatory.

Our summer performance schedule runs from July 1-2 to August 26-27, in both indoor and outdoor locations. WKP will book up to 14 performances, likely 7 of each play, with both shows typically performing once each weekend in repertory. We anticipate two summer “vacation” weekends with no bookings or obligations. Specific performance dates will be confirmed by mid-April or earlier. Stage Management attendance is mandatory at each performance for the production on which they are staffed.

To Apply:

Email a brief letter of interest, and your resume to willkempesplayers@gmail.com. You will then be contacted for an interview.