



Stipend Positions Role Descriptions

ADDITIONAL POSITIONS WITH STIPEND - email lfsummermusical@gmail.com with interest

Assistant Director

- The Assistant Director will play a key role in supporting the overall artistic vision of the production, collaborating closely with the director, choreographer, and other creative professionals. The ideal candidate should have a passion for musical theater, excellent communication skills, and a willingness to contribute to various aspects of the production process.

Responsibilities include:

- Assist the director in organizing and conducting rehearsals, ensuring that the artistic vision is effectively communicated to the cast and crew.
- Collaborate with the director to provide constructive feedback to performers.
- Assist in scheduling, communication, and coordination with the creative team, cast, and crew.
- Assist in blocking scenes and sequences, ensuring consistency and continuity.
- Assist in the casting process, participating in auditions and providing input on the selection of performers.
- Attend regular production meetings to provide updates and problem solve anything related to the production.
- Collaborate with the director in addressing creative challenges that may arise during the rehearsal and production process.
- Assist in coordinating technical aspects of the production.

Assistant Stage Manager

- The Assistant Stage Manager plays a vital role in supporting the overall production by assisting in the coordination of rehearsals, managing backstage activities during performances, and collaborating with the stage manager and creative team. The ideal candidate should have excellent organizational skills, a strong sense of teamwork, and a passion for contributing to the success of live theatrical productions.

Responsibilities Include:

- Assist the stage manager in organizing and coordinating rehearsals, ensuring the efficient use of time and resources.
- Keep detailed notes on blocking, props, and other logistical elements during rehearsals.
- Assist in cue management during performances, coordinating with the stage manager and technical team.
- Oversee backstage activities during performances, including quick changes, prop placements, and actor entrances and exits. Coordinate with the stage manager to ensure a smooth and organized backstage environment.
- Assist in tracking and maintaining the inventory of costumes and props.

Production Team

Role Descriptions

- Be prepared to handle unexpected situations or emergencies during rehearsals and performances.
- Attend regular production meetings to provide updates and problem solve anything related to the production.

Sound Designer

- The Sound Designer plays a crucial role in enhancing the auditory experience of the performance, collaborating closely with the director, music director, and technical team. The ideal candidate should have a strong background in sound design, a deep understanding of Qlab, and the ability to create immersive and impactful soundscapes.

Responsibilities include:

- Collaborate with the director, musical director, and other key creatives to develop a cohesive and innovative sound design that aligns with the artistic vision and enhances the storytelling.
- Oversee the setup and operation of sound equipment, including microphones, speakers, and playback systems.
- Edit and mix prerecorded music, sound effects, and live vocals to achieve a balanced and dynamic sound.
- Provide a cue list in a timely manner to the stage manager.
- Attend and actively participate in technical rehearsals, ensuring that all sound elements are integrated and functioning as intended.
- Attend regular production meetings to provide updates and problem solve anything related to the production.
- Collaborate with the technical team to refine and optimize sound design.
- Assist in educating the sound/mic board operator during technical rehearsals on the process of running Qlab and the sound board during performances.

Lighting Designer

- The Lighting Designer plays a pivotal role in shaping the visual atmosphere of the performance, collaborating closely with the director, set designer, and technical team. The ideal candidate should have a strong background in lighting design, a keen artistic eye, and the ability to enhance the overall aesthetic of the production through innovative lighting concepts.

Responsibilities Include:

- Design lighting schemes that enhance mood, highlight focal points, and contribute to the overall storytelling and artistic vision of the production.
- Oversee the setup and operation of lighting equipment, including fixtures, control boards, and special effects.
- Create and manage a comprehensive cue list, coordinating with the stage manager to execute cues seamlessly during performances.
- Conduct lighting tests and adjustments during technical rehearsals.

Production Team

Role Descriptions

- Attend regular production meetings to provide updates and problem solve anything related to the production.
- Collaborate with the technical team to refine and optimize lighting design.
- Assist in educating the light board operator during technical rehearsals on the process of running lights during performances.

Costume Designer

- The Costume Designer plays a central role in bringing characters to life, collaborating closely with the director, set designer, and other creative professionals. The ideal candidate should have a strong background in costume design, a deep understanding of character development, and the ability to craft visually stunning costumes that enhance the overall storytelling of the production.

Responsibilities Include:

- Collaborate with the director, set designer, and other creative team members to develop a cohesive and imaginative costume design that aligns with the artistic vision of the musical production.
- Design costumes that reflect the time period, setting, and character personalities.
- Create costumes that contribute to the development and portrayal of each character.
- Source or collaborate with costume shops to acquire necessary materials.
- Ensure that costumes are constructed with attention to detail, durability, and comfort for performers.
- Conduct fittings with performers to ensure proper fit and comfort and supervise alterations and adjustments to costumes as needed.
- Coordinate with hair and makeup artists to achieve a cohesive visual aesthetic.
- Keep detailed records of expenses and track budgetary requirements.
- Attend regular production meetings to provide updates and problem solve anything related to the production.
- Provide education opportunities for volunteers to learn more about the costume design and construction process.

Set Designer

- The Set Designer plays a pivotal role in shaping the visual landscape of the production, collaborating closely with the director, lighting designer, and other creative professionals. The ideal candidate should have a strong background in set design, a keen sense of storytelling through visuals, and a solid foundation of construction and scenic painting skills.

Responsibilities Include:

- Design sets that enhance the narrative, mood, and overall artistic vision.
- Develop and present conceptual sketches and renderings that illustrate the design concept, spatial layout, and key visual elements of the set.
- Oversee the construction and installation of set pieces, collaborating with builders, scenic painters, and other volunteers.

Production Team

Role Descriptions

- Keep detailed records of expenses and track budgetary requirements.
- Address and resolve challenges that may arise during the construction and installation of the set. Remain adaptable to changes in the creative vision or logistical requirements.
- Attend technical rehearsals to ensure that the set elements function as intended and contribute to the overall success of the production.
- Attend regular production meetings to provide updates and problem solve anything related to the production.
- Provide education opportunities for volunteers to learn more about the set design and construction process.

Pit Conductor

- The Orchestra Pit Conductor collaborates closely with the director, music director, and cast to ensure musical excellence. The ideal candidate should have a strong background in orchestral conducting, expertise in a variety of instruments, and the ability to inspire and lead a talented musical ensemble.

Responsibilities include:

- Conduct the orchestra pit during rehearsals and performances, providing clear and expressive direction.
- Lead orchestra pit rehearsals, focusing on precision, dynamics, and synchronization with the cast and creative team.
- Collaborate with the music director to address any musical challenges and ensure a cohesive ensemble sound.
- Be adaptable to changes in tempo, cues, or other musical elements that may arise during live performances.
- Conduct live performances, maintaining control of tempo, dynamics, and overall musical expression.
- Attend occasional production meetings to provide updates and problem solve anything related to the production.

Orchestra Pit Members

- Pit members will collaborate closely with the Orchestra Pit Conductor, music director, and creative team to deliver a captivating and harmonious performance. Bring your passion for music and commitment to musical excellence to create a memorable experience for our audiences.
 - Attend all pit rehearsals, Sitzprobe, dress rehearsals, and performances.
 - Communicate with the pit conductor and stage manager any changes or concerns regarding the musical elements of the production.
 - Provide your own instruments required for the orchestration.