Mission

To enrich the community, share thought provoking narratives, and create nurturing environments through the arts.

Vision

Cultivating an artistically conscious community, through innovative and accessible performances that celebrate humanity and the power of storytelling.

Stage Manager

Brévo Theatre is seeking a skilled and highly motivated Stage Manager to help support our various programs throughout the season. (Program based compensation - TBD)

Primary Functions

- Planning and overseeing the stage production's execution and also the run-throughs.
- Recording any stage or performance details to get evaluation and improvement from the director, all cast, and crew members.
- Ensuring the actors, actresses, and crew members aware of their mistakes or any changes on stage.
- Making schedules of rehearsal times.
- Informing the wardrobe and costume department about the director's vision.
- Directing casts behind the curtains when the performance is playing.
- Explaining the properties or any costumes needs to artisans.
- Making sure all the costumes, wardrobes, and properties are delivered on time and correct.
- Assisting the director in reviewing the performance.
- Posting the crew members and casts list.
- Communicating with Production Manager on all Production related details.
- Reporting any logistic problems to the producer or director.

Experience and Qualifications

- Excellent organizational skills
- Multitasking under pressure
- Great interpersonal skills
- Strong knowledge about theatrical production.
- Being familiar with theatrical technical production such as lighting.
- Specific knowledge about stage directions, the production, and the scripts.
- Managing time efficiently and effectively.
- Adequate physical stamina to remain walking, moving, and standing.
- Strong knowledge about safety procedures in a theatrical production.

Must Possess the Following Personal Characteristics

- High integrity
- Resourcefulness
- Creativity
- Flexibility

Cover letter describing interest and qualifications for the position, along with a resume and the names of three (3) professional references should be emailed to info@brevotheatre.org ,and place "Stage Manager Position" in the subject line. All applications will be treated as confidential and references will not be contacted without an applicant's knowledge.