

STAGE MANAGER SF SKETCHFEST 2024

Seeking experienced stage managers with broad technical knowledge to run shows during the festival. This is a temporary, hourly position. Assignments are show by show with anticipated required availability of Friday-Sundays during the festival.

Anticipated dates of employment: January 15 - February 9, 2024

Reports to: Director of Production

Responsibilities:

- Assist with load-in of venues at top of festival
- Assist with load-out of venues at the end of festival
- Assist with the set-up and break down of bands
- Ensure technical requirements of performances are executed to specifications
- Manage talent and assist with backstage hospitality
- Liaise with venue staff for running of performances
- Act as festival representative to talent and venues
- Call shows, and run lights, sound, and/or projection cues as needed
- Assist with scene changes or show change-overs as needed

Qualifications

- 3+ years of stage management experience in theatrical or tradeshow environments
- Experience running and programming light boards preferred
- Experience setting up and running sound systems a plus
- Experience with QLab preferred
- Ability to work well under pressure
- Sense of humor required