

## **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](mailto: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).