

# GREEN MOUNTAIN OPERA FESTIVAL

Taras Kulish, Artistic Director

## **PRODUCTION MANAGER/TECHNICAL DIRECTOR - 2012**

### **Job description**

**Time frame:** end of May to June 25<sup>th</sup>, 2012

**Location:** Central Vermont (Warren & Barre, VT)

**Performance venue:** Barre Opera House ([www.BarreOperaHouse.org](http://www.BarreOperaHouse.org))

**Festival website:** [www.GreenMountainOperaFestival.com](http://www.GreenMountainOperaFestival.com)

The **PM/TD** will be knowledgeable about all production and technical aspects of live stage productions and will have strong experience in back stage operations. An ability to work and communicate well with people is essential, as well as the ability to work under pressure of performance deadlines.

The **PM/TD** must have access to a vehicle throughout the festival dates. Fuel expenses will be refunded by the Festival.

- The **PM/TD** is responsible for making sure all production aspects are carried out in a timely fashion, this includes:
  - making sure to receive a props list from the Stage Director well enough in advance to coordinate & oversee the purchasing/finding/borrowing of props in the least costly manner.
  - overseeing set construction so that everything is in place before technical week at the *Barre Opera House*.
  - coordinating with the lighting designer the specific lighting needs required by deadlines.
  - handling any technical details needed during technical week and during performances.
  - always clearing any budgetary needs or changes with the Artistic Director before any monies are spent.
- Coordinating with the *Barre Opera House* in finding skilled set and light crew.
  - It is ultimately the **PM/TD's** responsibility to make sure that adequate manpower exists for all aspects regarding the *Barre Opera House*.
- Maintaining a good working relationship with the *Barre Opera House's* Technical Director.
- Overseeing all aspects of the technical setup at the *Barre Opera House*.
  - setting a technical schedule at least 3 weeks prior to entering the opera house and presenting it to the BOH's technical director.
  - being present & participating in the entire technical setup at the BOH.
  - making sure that the BOH's technical director follows the schedule to, as much as possible, so as to avoid unnecessary overtime.
  - any overtime and supplementary technical fees must be cleared by the Artistic Director before any such fees are incurred.
- The **PM/TD** must be available to solve any problems during tech week.
- The **PM/TD** will be given a resource of volunteers to help move sets, props & costumes in and out of the *Barre Opera House* however it is the **PM/TD's** responsibility in making sure all the work is done in an organized and timely fashion.
- The **PM/TD** will organize, participate in and oversee the "load in", "load out", and the "clean up" of the *Barre Opera House*.
- The **PM/TD** is also responsible for providing the Broadway Picnic outdoor event with amplification.
- The **PM/TD** might be expected to help out at other festival events.

**This is a seasonal recurring job with salary commensurate to industry standards.**

Respond with resume to: **Mr. Taras Kulish** (Artistic Director – GMOF)  
[GreenMtnOpera@aol.com](mailto:GreenMtnOpera@aol.com) (or by phone: 514-502-0095)