



Production Manager

Job Announcement (2022)

Rorschach Theatre seeks a Production Manager to join our staff (currently three full-time employees) as a half-time salaried employee, starting as soon as March 1, 2022,

About Rorschach: Founded in 1999, Rorschach Theatre tells stories that allow for innovative design and visceral performances. The company treats productions as “installations” that surround the audience with the world of a play. The work centers on the intersection of magic or impossible moments and every day human experiences. Without proselytizing, it provides a complex, intellectual catalyst for self-exploration of challenging subjects.

<https://rorschachtheatre.com/>

Rorschach Theatre produces three large-scale projects a year as well as two smaller events:

- Two theatrical productions that run for 4-5 weeks
- A “Psychogeographies Project,” a seven-chapter, season-long site-specific adventure told through letters and artifacts that culminates in an in-person production
- Magic in Rough Spaces – a week of new play development that culminates in three public staged readings
- Klecksography – an artist development program in which 20-30 theatre artists are brought together for a week to create a series of new short plays

Responsibilities include:

- Finding and hiring artistic and production positions for full productions, workshops, special events and our season-long “Psychogeographies Projects”
(With guidance and support from RT leadership)
- Creating and maintaining season-long production calendars.
- Scheduling and leading production meetings
- Facilitating communication among production teams & managing design deadlines
- Coordinating equipment (lighting, sound, video) rentals and returns
(With advice and support from designers and hired production staff. Each full production has a Technical Director who may take on these duties, but the supervision of the Technical Director falls to the Production Manager)
- Coordinating shows Build, Load-in & Strike Logistics
(With advice and support from designers and hired production staff. Each full production has a Technical Director and Master Electrician who take on these duties, but the supervision of these positions falls to the Production Manager)
- Troubleshooting technical and logistical set-up and provide general support during tech week
- Facilitating the execution of any technical fixes necessary during the run of shows
(With advice and support from designers and hired production staff)
- Supporting communication and coordination between Production team and Front of House during the run of shows
- Coordinating with staff on Covid protocol development and execution

Dates: The Production Manager would start as soon as **March 1, 2022** and be expected to work approximately 15 hours/week in regular weeks and up to 30 hours/week during the few weeks leading up to full productions.

Compensation: \$20,000/year, Half-time salaried position
Opportunities for growth into a full-time position in the coming year/s.

To Apply: Send cover letter and resume to info@rorschachtheatre.com.
FOR BEST CONSIDERATION please apply by Friday, Feb 11, 2022

COVID SAFETY: We will be following CDC guidelines and city ordinances.

We ask that all our staff be vaccinated + 2 weeks before coming on board. If you are only partially vaccinated let us know and we can discuss the possibility of further safety precautions until you're fully vaccinated