

Stage Management Intern – FALL 2024

WICKED Broadway

ABOUT US:

The Broadway sensation **WICKED** looks at what happened in the Land of Oz...but from a different angle. Winner of over 100 international awards including the Grammy Award and three Tony Awards, **WICKED** has been performed in over 100 cities in 16 countries around the world.

POSITION OVERVIEW:

This position is available from October 22nd – December 8th, 2024. You will be asked to work up to 40 hours a week and hours will include nights and weekends.

The Stage Management Intern will be an active participant in the day-to-day responsibilities of the Stage Management team and running of the show. They will become familiar with deck tracks and will get a thorough look into the innerworkings of a long running show. They will also be provided the opportunity to shadow multiple other departments to expand their theatrical knowledge across the board.

ROLES AND RESPONSIBILITIES:

- Assist in day-to-day paperwork maintenance and creation
- Gain a thorough understanding of all Stage Management deck tracks
- Assist with Broadway Cares duties alongside the Stage Management team (prepping and distributing posters / playbills for signing, assisting volunteers in house, money counting and tracking, acting as a point person for collections, updating tallies and paperwork, etc.)
- Observe tracks in multiple other departments including but not limited to Carpentry, Automation, Sound, Electrics, Wardrobe, Props, Hair & Makeup and more. You will also observe the call of the show.
- Assist in rehearsals as necessary.

QUALIFICATIONS & REQUIRED SKILLS:

- Must be 18 years old and have a strong interest in Stage Management. Students are welcome to apply. Must be able to work nights and weekends up to 40 hours.
- Detail oriented
- Strong computer skills (Mac and PC) are encouraged but not necessary.
- Ability to interact and navigate multiple people and personalities with ease.
- Must be able to work around loud sounds and bright lights.
- Must be able to climb ladders and stairs on a day-to-day basis
- Able to work an 8-show week with only one day off a week and possible rehearsals during the days outside of the show schedule.
- Able to be proactive and take initiative on projects as they arise.
- Works well individually as well as in a group / office / team environment
- Able to remain calm under pressure and flexible in a multitude of situations that may arise in the workplace.
- References are required. No resumes will be considered without listed references.

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SALARY:

This position is paid at \$16 per hour. Overtime will be considered on an as-needed basis.

DATES:

October 22nd – December 8th, 2024

TO APPLY:

Please send your resume with references to wickedsmresumes@gmail.com. Please title your email "SM Intern" followed by last name and first name.

EEO STATEMENT:

Wicked LLC is an Equal Opportunity Employer with a commitment to providing a workplace which thrives on dignity, mutual respect and inclusion. We celebrate individuality and recognize that individual differences enable every company member to bring something unique to their role and the show. We actively employ and engage everyone based on their skillsets, abilities and experience, irrespective of age, gender or gender identity, neurological or physical ability, sexual orientation, socioeconomic class, race, ethnicity, marital or veteran status. As part of our collective responsibility to maintain an ethos of teamwork, professionalism, and healthy collaboration, we honor and acknowledge the immeasurable contribution made by every individual in our dedication to delivering world class performances.

WICKED is seeking candidates from historically under-represented group(s) for "behind the scenes" work in commercial theater. "Under-Represented Group(s)" means people in diverse and under-represented communities including without limitation, people who identify themselves as Black, Indigenous, People of Color (BIPOC), Latin-x, Asian and/or Pacific Islander (API), Middle Eastern and/or North African and/or South Asian (MENASA), people with disabilities, genderqueer or non-binary, or those who identify with a religion, culture, age, ethnicity, nationality, or alienage that have been historically under-represented in theatrical productions, or people having a combination of these attributes.