PRODUCTION MANAGER

The Theater Offensive seeks a well-rounded and dynamic theatre technician to serve as the Creative Action Crew (CAC) Production Manager. Members of the LGBTQ community, and people of color are highly encouraged to apply.

ABOUT TRUE COLORS
The Theater Offensive’s mission is to present the diversity of lesbian, gay, bisexual, transgender, and queer lives in art so bold it breaks through personal isolation, challenges the status quo and builds thriving communities. True Colors: Out Youth Theater uses a proven community-based theater approach to train and inspire LGBTQ and allied youth leaders. The majority of participants are youth of color from urban neighborhoods ages 14-22. True Colors youth leaders work with The Theater Offensive to develop comprehensive True Colors programming that engages each participant deeply in the organization’s mission. The True Colors Creative Action Crew is an ensemble of experienced youth leaders ages 14-29 that deliver workshops and performances to expand the reach of True Colors.

CAC PRODUCTION MANAGER
The CAC PM, supervised by the Youth Programs Manager, will coordinate with the CAC Director about the design needs of the seasonal production. Strong candidates will have a rich background executing best practices in the field of youth development and theater production/design, a proven ability to lead and communicate with young people, and a well-tested passion for working with people from diverse backgrounds.

Duties:
● Attend weekly rehearsals and tour performances.
● Record rehearsal notes.
● Purchase rehearsal snacks.
● Oversee design and production needs for season production (i.e. set, properties, costumes, A/V, etc.)
● Attend weekly production meeting with CAC Director and Youth Programs Manager.

Qualifications:
● Minimum of 1-2 years production and/or stage management experience
● Excellent planning, organization and time management skills
● Interest + experience in devised theatre
● Previous experience working with youth and young adults ages 14 – 29
● Current driver’s license preferred
● Ability to travel and work nights and weekends
● Bi-lingual English-Spanish, a plus
To apply, please send a cover letter and resume to Sidney@TheTheaterOffensive.org with the subject line “CAC PM Applicant” by **August 31st, 2016**. Please do not drop in or call.

**Start Date:** September 8th, 2016  
**End Date:** December 20th, 2016  

**Hours:**
- Rehearsals: T/Th (5:00-8:00pm)  
- Production Meeting: 1 hr a week  
- Some hours outside of the program may be necessary construction and procurement of technical elements.  
- Tour performances will range from 4-8 sites and will take place in the month of December. These performances will be scheduled a month in advanced.

**Position Type:** Seasonal Contract (w/ opportunity to renew)  
**Compensation:** $1,500.00