

Musical Crew Positions and Descriptions

Assistant Director- The assistant is the “right hand” to the directors. Mrs. Tully and Mrs. Stanton will need a student who knows the play inside and out. This person will need to be ready to step into a role if needed, feed lines to actors during the play, help with creative decisions during the rehearsal process, and much more. This person needs to be very committed and will attend every rehearsal.

Stage Manager- The role of the stage manager is especially important to the directors in rehearsals. Here the director and the stage manager work side by side with the stage manager recording the director’s decisions about blocking and notes for the actors and crew. They are also tasked with keeping track of logistical and scheduling details and communicating them to the rest of the team. This enables the directors to concentrate their full attention on directing. The stage manager will attend every rehearsal.

Crew Members- The team that powers the scene changes, prop handoffs and onstage “magic” for each production. This may include, but not limited to, moving scenic units, striking and setting of props on stage, and so on. The stage crew has to be intelligent and mature. Their backstage behavior can make or break a performance, and lack of attention to detail can be a major safety issue.

Prop Master- The prop master and their team (crew members) are in charge of obtaining and keeping track of all hand-held properties – swords, suitcases, books, etc. What they cannot obtain, they will have to manufacture or request from the scenery/props artists. Props can be misplaced backstage, never to reappear. Prop stations belong on both sides of the stage. The Prop Master will be at all rehearsals.

Sound Technicians- Sound technicians are in charge of running the sound for the show, as well as working with the sound system to program each cue. Sound techs will help with microphones and background tracks and must be very focused during the show.

Sound Effects Technicians- Sound effects technicians are in charge of finding, creating, and recording sound effects to enhance the production. They will also be in charge of playing sound effects during the show.

Lighting Technicians- Light board ops are in charge of all lighting once the show opens. Lighting techs will work with a computer program to set up lighting cues. Lighting techs will operate the board during each performance.

Make-Up Artists- Make up artists will design looks for each character and help with creating those looks before each performance along with parent helpers.

Costume Designers- Costume designers will design looks for wardrobe for each character who will then be in charge of acquiring their own costumes. Designers may also be in charge of creating accessories or searching online for group costumes to be purchased by parents or the school.

Program Coordinator- The program coordinator will work with a professional graphic designer to design and create the program and tickets.

House Manager/Ushers- The house manager and ushers help set up chairs for each performance, take tickets, and find seating for guests. They will welcome guests to the show and set the stage for an enjoyable experience.

Student Photographers- Student photographers will work alongside parent volunteers to take pictures of rehearsals and performances.