



George Stelluto • Music Director

## Stage Manager

Part-time position



Play a “behind-the-scenes” part in the success of Peoria Symphony Orchestra concerts

### Part-time position

8-10 concerts/events per season

Approximately one event or concert per month September through June

**Job Summary:** The **Stage Manager** has primary responsibility for coordinating and arranging physical and logistical elements of performances and rehearsals of the Peoria Symphony Orchestra.

Duties may include but are not limited to:

- Work closely with the PSO Music Director to determine concert needs.
- Along with the Artistic Operations Coordinator, determine stage needs for all rehearsals and performances and communicate with venue personnel, including event and theatre managers, stagehands, lighting and sound technicians. Attend production meetings in advance of the event regarding specific needs.
- Work all rehearsals and concerts; responsible for transportation, set up and break down of equipment needed for rehearsals and concerts.
- Supervise stagehand(s) to be employed by the PSO as needed and authorized.
- Coordinate storage and maintenance of Peoria Symphony equipment and instrument inventory and coordinate transportation of equipment and instruments as needed. Arrange for borrowing or rental of needed equipment and instruments.

**TO APPLY:** Send letter of application and resume to [employment@peoriasymphony.org](mailto:employment@peoriasymphony.org)

**The Peoria Symphony Orchestra is an Equal Opportunity Employer**