

POSITION ANNOUNCEMENT

FREELANCE DESIGNER



FIRST STAGE is committed to dismantling structures that may prevent ALL people from applying for employment with us. FIRST STAGE celebrates the richness of our world by cultivating Equity, Diversity and Inclusivity as they inspire the creativity that nurtures great art, artists and audiences.

FIRST STAGE is an equal opportunity employer and as such, we consider individuals for employment according to their abilities and performance. Employment decisions are made without regard to race, age, religion, color, gender, sexual orientation, national origin, physical or mental disability, marital or veteran status, or any other classification protected by law.

Positions: Scenic, Costume, Lighting and Sound Designers

Status: Contract

Reports to: Director of Production

Dates: Various

Compensation: Fees vary based on program and venue, typically ranging from \$1,500 to \$3,250. Travel and housing are also included when applicable.

You will be eligible to receive perks like complimentary and discount tickets to First Stage productions during your time with the company.

Overview: First Stage seeks theatrical designers (Scenic, Costume, Lighting & Sound) for upcoming seasons. First Stage produces in the 494 seat Todd Wehr Theater at the Marcus Performing Arts Center (3/4 thrust) and the 142 seat Goodman Mainstage Hall at the Milwaukee Youth Arts Center (in the round). As a member of the creative team, you will work closely with the Director, Artistic Director, fellow designers, and the Production Department to develop the world of play. These positions require the ability to work collaboratively, think creatively, meet deadlines, and have an appreciation for theater and the performing arts. While experience working with young people is not a requirement, First Stage does practice age-appropriate casting and therefore a desire to and respect for working with youth is needed. Candidates local to Milwaukee, WI and the surrounding area are strongly encouraged to submit materials.

RESPONSIBILITIES AND DUTIES

- General:
 - Work closely with the director and other members of the creative team to create a cohesive environment for the production
 - Meet design deadlines as set forth by the Director of Production and stay in regular communication with First Stage staff regarding the production
 - Revise designs as necessary based on feedback from director, members of the First Stage production department, feasibility, and budget
 - Attend all design and production meetings
 - Attend technical rehearsals and previews onsite (typically a 7-10 day commitment, including days off)

RESPONSIBILITIES AND DUTIES (CONT'D)

- Scenic Designer:
 - Responsible for the visual appearance and function of the scenic elements used in the production
 - Create detailed renderings and drafting of each scenic element - this includes, but is not limited to a ground plan, sections, and paint elevations
 - Build a scenic model in ¼" or ½" scale prior to first rehearsal
 - Provide research and applicable renderings for all properties, including furniture and other elements required in the production
- Costume Designer:
 - Responsible for the visual appearance and function of the costume pieces in the production
 - Create detailed renderings of each costume in the production
 - Pull costumes from First Stage costume stock prior to fittings and/or purchasing - purchases will be made in conjunction with the Costume Shop Manager
 - Select or approve the selection of all fabric and fabric modifications
 - Design, select, or approve all wig and/or hairstyle designs
 - Conduct fittings for each actor with First Stage costume shop staff
- Lighting Designer:
 - Responsible for the design and functionality of the lighting and special electrical effects used in the production
 - Create a light plot, instrument schedules, magic sheets, and other supporting paperwork as necessary
 - Supervise the focus of lighting fixtures
 - Work with First Stage's resident electrician (IATSE position) on the installation, focus and purchasing of equipment and other materials as needed
 - Build cues, presets, set levels, and effects for the production, in conjunction with First Stage's resident electrician
 - Communicate the placement of all cues to the Stage Manager
- Sound Designer:
 - Responsible for designing all pre-recorded music, sound effects, ambient sounds, and the reinforcement of live voices, musical instruments, and sound elements
 - Create a sound plot, cue list, and other paperwork as necessary for the production
 - Build cues, presets, and set sound levels for rehearsal and performances - First Stage uses tracks for musicals which are run through QLab
 - Work with First Stage's resident IATSE sound technician on the installation and purchasing of equipment and other materials as needed - mics are rented
 - Communicate the placement of all cues to the Stage Manager

POSITION ANNOUNCEMENT

FREELANCE DESIGNER



QUALIFICATIONS

- Ability to maintain a positive work environment by communicating and behaving in a positive manner with all artists, staff, and stakeholders from a variety of backgrounds
- Willingness to work some evenings and weekends as necessary
- Experience and/or degree in technical theater preferred
- In depth knowledge of programs and/or mediums applicable to your design discipline
- Experience working with young people a plus

REQUIREMENTS

- Due to First Stage's agreements with Actor's Equity Association (AEA), you agree to any COVID-19 and Infectious Disease procedures, including but not limited to any required masking or prior testing to enter or interact with production groups, rehearsal or backstage spaces as designated by First Stage
- Engage with and support the efforts of First Stage and the Belonging-Equity-Access-Diversity (BEAD) Committee to become an anti-racist organization

To Apply:

Send resume and portfolio/work samples to production@firststage.org with the subject line - position: (First Name, Last Name). No phone calls, please. All employment at First Stage is subject to a background check due to the nature of our work with Young People.

ABOUT FIRST STAGE

First Stage is one of the nation's leading theaters for young people and families. First Stage touches hearts, engages minds and transforms lives by creating extraordinary theater experiences through professional theater productions that inspire, enlighten and entertain, serving audiences of over 120,000 among more than 300 performances annually. Its Theater Academy, the nation's largest high-impact theater training program for young people, fosters life skills through stage skills and serves nearly 2,000 students each year. As Wisconsin's leader in arts-integrated education in schools, First Stage's dynamic Theater in Education programs promote literacy, character building and experiential learning throughout the curriculum, serving 20,000 students each year. For more information about First Stage visit www.firststage.org.

Updated September 7, 2023