JANCERS INC. CAREERS

Title: Stage Manager/EMCEE Type: Seasonal/Part-time Duration: January 2025- July 2025 Location: Touring

<u>Tasks & Responsibilities</u>

Managing Stage Assistant & Stage Runner(s) as well as:

- load in, set-up & breakdown of department
- Check- in all routines once arrived backstage using competition software on iPad
- informing competitors to standby backstage until ready to perform
- facilitating prop & set management
- observe cleanliness of all department spaces i.e.; backstage, dressing rooms, stage
- properly notating any changes to the run of show
- overseeing preparation of awards table
- Expedition of awards during ceremonies
- responsible for all announcements made throughout the weekend
- correctly announce each routine before they take the stage
- maintain constant communication with Tally Director & sound
- responsible for announcing adjudications/overalls at all awards ceremonies

Experience & Qualifications

- strong communication, organization & problem solving skills
- must have a positive and professional attitude
- must be able to work well under pressure
- must be able to take direction from the Show Director
- must be a team player
- must be willing to assist where needed
- must be able lift (at minimum) 20 lbs.
- able to stand for long periods of time
- available to travel within 24 hours of event start/finish
- prior experience working with children preferred
- prior experience working in a competition setting preferred
- must have a valid government -issued ID or Passport

<u>Compensation</u>

Based on experience