



OBSIDIAN THEATRE FESTIVAL

DESCRIPTION:

The Obsidian Theatre Festival, produced by GhostLight Creative Productions Incorporated. and Nicely Theatre Group, is CALLING FOR ALL STAGE MANAGERS for its sophomore presentation.

ABOUT:

The Obsidian Theatre Festival (OTF) is a new and invigorating celebration of Black stories featuring the work of prolific emerging Black voices, and illuminating the rich diversity of experiences relevant to the African diaspora in America.

Our team seeks to normalize the panoply of Black American culture through an inclusive, color conscious lens. We are dedicated to the exploration of universal themes, and acknowledgment of the ways in which intersecting identities shape the world in which we live.

Returning for our second season, we believe art is most impactful when artists bring the fullness of their identities and experiences to their work; and we actively encourage creativity in thought, storytelling and casting by asking the following:

- How do stories shift if the established ideas of a character's gender identity, ethnicity, disability, skin color, height, weight, and/or sexual orientation are challenged?
- What layers of meaning and depth, if any, are brought to the surface in this exploration?
- How does an imaginative, out of the box creative process push back against, or reinforce existing social structures?

The Obsidian Theatre Festival accepts applicants of every identity, and does not discriminate on the basis of identity, including but not limited to: race, creed, color, gender, gender identity, gender expression, age, ethnicity, national origin, immigration status, sexual orientation, religion, HIV serostatus, disability, height, weight, veteran status, marital status, or economic class.

The Obsidian Theatre Festival will be presented in 3 parts

- OTF Main Stage: Featuring full-length productions that examine the diversity of the black experience.
- Musical Theatre Showcase: Offering staged readings of new musicals, highlighting an important step in the development of new work.
- Obsidian Cabaret: Featuring national renowned artists in an intimate evening of music and storytelling.

For more information about The Obsidian Theatre Festival please visit www.obsidianfest.org

LOCATION: Detroit, MI

Executive Producers

David Carroll
John Sloan, III

Producing Artistic Director

John Sloan, III

Managing Director

Joshua Cashman

Associate Artistic Director

Alexis Sims

Creative Producer

Garlia Cornelia Jones

Production Manager

Yemisi Odetoynbo

Arts Education Manager

Sarae Daniels

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BLACK STORIES

NEW STAGE

www.obsidianfest.org



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SEEKING:

Stage Manager(s) with experience in Theatre, Musical Theatre and/or Multimedia. BIPOC artists are strongly encouraged to submit.

- A candidate who is flexible, strategic and able to work in a collaborative space.
- A candidate who is familiar with AEA rules and guidelines.
- A candidate who is skilled in communicating clearly, with tact and discretion, as well as maintaining confidentiality.
- Stage Managers will be selected based on their experience to oversee one (or more) pieces in the dedicated areas (OTF Main Stage, MT Showcase or Obsidian Cabaret.)
- Candidates within close proximity to Detroit Metro area are strongly preferred

RESPONSIBILITIES:

- Stage Manager(s) will report to the Production Manager and oversee all stage management activities for their assigned show(s)
- Will assist in upholding the production calendar
- Work with the director and musical director (if applicable) to create and distribute the rehearsal schedule
- Assist in overseeing the Assistant Stage Manager and Production Assistants (if applicable)
- While virtual, create and distribute the rehearsal Zoom links
- Begin preparation for in person rehearsals a week prior to the start of in person rehearsals
- Attend all rehearsals and live performances
- Attend and participate in all production and needed administrative meetings
- Create and distribute show company contact sheet
- Make a detailed blocking/choreography prompt book
- Make necessary copies of the script and sheet music and distribute
- Oversee and distribute script changes
- Set up and clear the rehearsal room each day. Make sure all equipment and props are stored correctly.
- Send out daily rehearsal reports to the show company and OTF Executive Staff
- Track cast attendance during rehearsals and performances
- Oversee technical rehearsals under the management of the Production Manager
- With the PM create runsheets for crew throughout tech and performances
- Other duties as assigned

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QUALIFICATIONS:

- Experience working on a variety of projects such as musicals, straight plays, cabarets and new work is preferred
- Strong organizational, leadership, time management, administrative and mentoring skills
- Outstanding judgment and ability to prioritize varying tasks efficiently and safely
- Ability to work under pressure while multitasking
- Able to coordinate timely responses between internal departments
- Must be able to work extended hours, nights and weekends
- Experience maintaining relationships with artists, designers and stagehands
- Ability to coordinate with production on needed design elements on the director's behalf
- Excellent written and communication skills.
- High level of computer proficiency with knowledge of Google Suite
- Previous experiences with the following are a plus:
 - Click Up or similar task management programs
 - Frame IO
 - Reading music
 - COVID-19 Safety Standards

SAFETY:

- We are committed to the health and safety of all of our artists, employees and guests. In order to maintain the safest environment possible, all Obsidian Theatre Festival staff, artists, creative teams, crews, and ushers are required to be fully vaccinated against Covid 19 (both rounds of vaccinations and the booster shot.) The only exception to mandatory vaccination is providing a physician note due to a qualifying disability or a statement of religious exemption.
- Maintain safe work conditions in keeping with OTF's health and safety guidelines and COVID19 protocols throughout the production process
- Work with the OTF staff to keep up to date and enforce the safety and Covid 19 protocols with your show company

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SCHEDULE:

Stage Manager will have a week of prep prior to first rehearsal. Some conversation might be expected between the Director and the Production Manager prior to prep.

TENTATIVE DATES

Interviews: Beginning mid April

Virtual Rehearsal (Main Stage Only): Starts May 31st

In Person Rehearsal (Main Stage Only): June 6th

In Person Rehearsal (MT Showcase/Obsidian Cabaret): June 13th

Tech: Begins June 17th (MS); June 20 (MT)

Performance: June 23rd-June 26th (MS); June 24-25th (MT/Cabaret)

Strike: June 27th

Estimated workload averages 10-15 hours per week prior to production weeks, with an increase to 25-30 hrs during rehearsal/production week.

COMPENSATION:

Commensurates with experience. Stipend Range: \$500-\$1000.

APPLICATION INFORMATION:

Email your resume, where you are currently located and your cover letter to GM@ghostlightinc.com by April 15th.

In the subject line please label as followed:

Stage Manager Submission - Your First And Last Name.

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