TECH CREW DESCRIPTIONS

Below you will find a description for each crew on our technical team.. If your crew has a crew head, you will also answer to them/go to them with questions. Techies also report to the stage manager.

SET CONSTRUCTION CREW

Set crew is responsible for the building and painting of the set. This crew involves the use of tools. Set crew members should be detail oriented and can work with a team. Painting experience is a plus.

HAIR & MAKEUP DESIGN

Hair & Makeup is the team that designs and creates the hair and makeup for the show. Prior experience is a definite plus. The hair and makeup crew will need to attend all tech and dress rehearsals, as well as all show nights. **You will not be working on the actors because of covid-19.**

PROPS CREW

The props team works to acquire and maintain all properties for the show, either by making them or buying them. The props team must consider the period of the play when creating and finding these pieces.

LIGHTING & SOUND CREW

The lighting crew is responsible for helping to design the lighting elements of the show, as well as running the light board during the show. The sound crew is responsible for finding sound effects for the show, as well as running the sound board during the show. Lighting & Sound crew members must attend all tech and dress rehearsals, as well as all show nights. If you have a conflict with one of those evenings, we ask that you do not apply for this position for this show.

PUBLICITY CREW

The publicity crew is responsible for publicizing the show, including the making of posters and commercials, as well as finding corporate sponsors for the show. This crew will require time outside of school to find sponsors – you do this by

approaching local businesses and offering them spots in our program in exchange for a monetary donation. This crew also hangs the posters around school. Creativity and people skills are definite pluses for this position!

BACKSTAGE CREW

The backstage crew is responsible for bringing set and props pieces on and offstage during the run of the show. Crew members must be able to lift heavy items (with help) and move quickly and quietly. Backstage crew members are required to attend all tech and dress rehearsals, as well as all show nights. If you have a conflict with one of those evenings, we ask that you do not apply for this position for this show. On show nights, backstage crew members must dress in black from head to toe – no other colors, even shoes.

TECH CREW LEADERSHIP

Note: These positions require more time and energy, as well as leadership, organizational, and people skills. You will have more responsibility, and will work more closely with the directors.

STAGE MANAGER

The stage manager is, aside from the directors, the most important person involved in the show. The stage managers keep track of all blocking and technical notes, takes attendance, and helps the directors to fill the gaps if needed. They are also the person who calls cues from backstage. Being a stage manager requires a great deal of time and energy – it is not for the faint of heart! Actors and technicians will report to the stage manager(s) with any concerns. Stage managers need to be extremely organized and punctual, and require great leadership and teamwork skills. The stage manager will need to be present for all rehearsals and performances. If you are interested in being a stage manager, you may be asked to bring a letter of recommendation to the techie interviews.

HAIR & MAKEUP HEAD

Hair & Makeup Head is the person responsible for making sure that all hair & makeup needs are met. This includes ensuring that all designs are completed and all necessary supplies are purchased. The hair & makeup head should have experience doing hair & makeup. The hair & makeup head is also responsible for overseeing the makeup room during tech rehearsals, dress rehearsals, and the run of the show. **You will not be directly assisting cast members with their makeup/hair due to corona restrictions!**

PROPS MASTER

The props master/mistress is the person responsible for overseeing the design and acquisition of all properties used in the show. The properties head helps to make sure that each prop meets the theme and period of the production. The props head also ensures the props are organized, labeled, clean, and put away when not in use. The props master is responsible for creating the prop table. This job often requires time outside of rehearsals to procure properties. The props master/mistress is required to attend all dress and tech rehearsals, as well as all performances.

PUBLICITY HEAD

The publicity head oversees the publicity process for the show. They oversee the publicity team, and are responsible for helping to design and create posters, hang posters, and find sponsors. The publicity head is also responsible for the design and production of the program. This requires collecting bios and headshots. The publicity head must be organized, attentive to detail, and motivated. This position will require time outside of rehearsal to complete the work required. The publicity head must be aware at all times of the timeline for the production to ensure that the programs and tickets get created, and that publicity helps build excitement for the show.