

2023 Band Coordinator

The Band Coordinator serves as a member of the Run Crew and works closely with the Musical Director and Sound Supervisor to execute designs by world class designers at our unique outdoor Theater Tent. The Band Coordinator will be an integral part of the production department providing support specifically to the audio department through rehearsals, tech and performances. The Run Crew reports to the Director of Production.

Responsibilities Include:

- Provide support in sourcing, maintaining, installing, and operating instruments, microphones, and audio equipment to support operations of the 2023 HVSF Season.
- Serve as member of the run crew for performances. Support the music, audio and lighting departments as needed while running shows in repertory throughout 2023 season.
- Be present and report on time to all scheduled shifts, including but not limited to: notes calls, changeovers, rehearsals, tech, previews, and performances.
- Maintain run of show paperwork, in collaboration with Music Director, Sound Supervisor and Stage Manager.
Work closely with other artists to build a safe, respectful, and anti-racist backstage environment.
- Practice and promote multi-cultural competency and sensitivity.

Qualifications:

- Background, degree or equivalent experience in music or technical theater, with a focus on music, audio, or production.
- Complete understanding of backstage etiquette and knowledge of ladder safety. A working knowledge of technical theatre practices.
- Valid Drivers' license and clean DMV record, and being comfortable driving with passengers.
- HVSF requires all staff to be fully vaccinated against COVID-19.
- All staff will be required to assist in implementing HVSF's new COVID-19 Safety Plan, follow all health and safety protocols including social distancing, proper mask wearing, and COVID testing provided by HVSF.
- This position is physical in nature and required to work outdoors. The ability to climb ladders, lifts, reach above head. Ability to bend, kneel, stoop, push, pull and lift up to 50 pounds and work outside, exposed to the elements.
- The Deck Run Crew, Audio is required to be in residence in the Hudson Valley from June 5 through September 24. Housing and transportation are available.

Terms and Compensation

This is a seasonal position paid \$19 per hour / \$760 per week. HVSF is an equal opportunity employer dedicated to building a culturally diverse and equitable environment, and we strongly encourage applications from BIPOC (Black, Indigenous, People of Color) Candidates

To Apply

To apply, please send your resume and a cover letter in PDF format to jobs@hvshakespeare.org with the subject "[Your Name] – Band Coordinator". *No phone calls, please.*