



PROPERTIES STOCK MANAGER AND ARTISAN

TheatreWorks Silicon Valley is seeking a **Properties Stock Manager and Artisan** starting in Fall 2021. The Properties Stock Manager and Artisan is a year-round full time position – salary \$41,000 with benefits package and overtime eligible. The position reports directly to the Properties Director.

TheatreWorks yearly produces 8-9 main stage productions over three venues, an annual New Works Festival, and a touring children’s educational show. For these productions, the Stock Manager will be resident artisan and be responsible for assisting the Props Director with shopping, building, altering, pulling, or borrowing all props needed. Depending on the scale or needs of a production, the props team can include additional overhire artisans and interns who will work alongside the Stock Manager and Props Director. The Stock Manager is also in charge of the maintenance the properties stock, as well as, (when working around the production schedule) acts as properties rentals manager for the stock, which is available to the public Bay Area theatre community to rent from.

The ideal candidate will have experience as a props artisan in a large scale professional theatrical setting. They will have carpentry, finishing, soft goods/upholstery, and prop fabrication skills. Exceptional communication and organizational skills and the ability to work well in a fast-past and ever-changing environment needed. Ability to work both independently and collaboratively. Candidate must be able to lift 75 lbs, have a valid driver’s license, and be comfortable driving a cargo van and 24’ box truck.

TheatreWorks’ commitment to producing the highest quality programming is dependent on building a community whose members come from diverse cultures, backgrounds, and life experiences. We join with a growing number of theatres in the movement to ensure those that have been excluded historically – individuals from racial and ethnic groups, LGBTQ people, people with disabilities, and women – are at the decision-making table, reflected in our programming, and represented in staff.

Applicants should email a cover letter and resume with references to Christopher Fitzer, Properties Director at cfitzer@theatreworks.org