

## PROPS SUPERVISOR

### OVERVIEW

Over eight weeks this summer (June–August), Bard SummerScape, a multi-arts festival presented by the Fisher Center at Bard, returns with a full season of dance, theater, opera, music, and the beloved Spiegeltent, staged for in-person audiences from Bard’s idyllic 1,000-acre campus and its Frank Gehry-designed performing arts center while adhering to rigorous health and safety protocols.

The Props Supervisor is part of the Props team and is responsible for the budgeting, tracking, fabricating, and executing props for SummerScape’s theater production, [a new adaptation of Molière’s \*Dom Juan\*](#). They report to the Director of Production and work closely with other production team members.

This is a seasonal position from **approximately early May to late July 2022**, non-exempt (overtime-eligible), paid hourly at a rate range of **\$25–28/hr**, depending on experience level. Hours will average 35–40 hours/week, with the potential for overtime.

The Props Supervisor must be available for the production’s rehearsal workshop in NYC from May 11 to June 3.

The production then moves to the Fisher Center at Bard College on June 3. Campus housing and meals while at Bard will be provided.

### RESPONSIBILITIES

- Maintain a safe, healthy, and inclusive workplace at all times.
- Lead all prop-related purchases, construction, alterations, and rentals.
- Create and maintain props paperwork, including the props budget.
- Supply rehearsal props as requested by Stage Management.
- Supervise and participate in all props-related load-ins, notes, and strike calls.
- Train and supervise the Dom Juan props team.
- Attend staging and technical rehearsals as needed.
- Problem solve and implement special effects elements, in consultation with the Technical Director.
- Maintain props during the rehearsal process as well as during the show’s run.

#### Company-Wide Responsibilities:

- The Fisher Center is currently undergoing an organization-wide process of change toward becoming an anti-racist, multicultural institution. All on staff are expected to:
  - Commit to anti-racism and inclusivity at the Fisher Center. This includes participating in any trainings when scheduled, supporting departmental, company-wide, and cross-

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departmental collaboration in issues of diversity, equity, and inclusion, and furthering your own independent journey with anti-racism.

- Contribute in meaningful ways to the organizational culture.

## QUALIFICATIONS

- Experience working in a professional props or scene shop.
- Experience supervising a props build and run crew.
- Experience working with stage arms.
- Knowledge of and experience with scenic carpentry, fine carpentry, furniture construction, scenic painting, hand and machine stitching, upholstery, mold making & casting, and paper goods graphics & construction.
- Experience welding is a plus.
- Ability to read, interpret, and build from designer drawings.
- Ability to lift 30 lbs.
- Successful candidates possess strong communication skills and keen attention to detail. They are collaborative, self-motivated, and bring a positive, can-do attitude!

## LOCATION

Bard's beautiful 1,000-acre campus is situated on the east bank of the Hudson River, in Annandale-on-Hudson, New York. Community life is defined by numerous cultural and recreational opportunities in the surrounding historic Hudson River Valley and by proximity to New York City. Nearby towns and villages include Rhinebeck, Tivoli, and Red Hook, New York.

## TO APPLY

Complete the application form here: <https://formfaca.de/sm/MCg8GqLBp>.

Applications for this position will be reviewed on a rolling basis until the position is filled.

For any questions or issues with the application form, please contact [fcjobs@bard.edu](mailto:fcjobs@bard.edu).

*Bard College is an equal opportunity employer and we welcome applications from those who contribute to our diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, mental, or physical disability, age, sexual orientation, gender identity, national origin, familial status, veteran status, or genetic information. Bard is committed to providing access, equal opportunity, and reasonable accommodation for all individuals in employment practices, services, programs, and activities.*

## ABOUT THE FISHER CENTER

The Fisher Center develops, produces, and presents performing arts across disciplines through new productions and context-rich programs that challenge and inspire. As a premier professional performing

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arts center and a hub for research and education, the Fisher Center supports artists, students, and audiences in the development and examination of artistic ideas, offering perspectives from the past and present, as well as visions of the future.

Presenting more than 200 world-class events and welcoming 50,000 visitors each year, the Fisher Center supports artists at all stages of their careers and employs more than 300 professional artists annually. The Fisher Center is a powerful catalyst of art-making regionally, nationally, and worldwide. Every year it produces 8 to 10 major new works in various disciplines. Over the past five years, its commissioned productions have been seen in more than 100 communities around the world. During the 2018-19 season, six Fisher Center productions toured nationally and internationally. In 2019, the Fisher Center won the Tony Award for Best Revival of a Musical for Daniel Fish's production of *Oklahoma!* which began life in 2007 as an undergraduate production at Bard and was produced professionally in the Fisher Center's SummerScape Festival in 2015 before transferring to New York City.

The Fisher Center demonstrates Bard's commitment to the performing arts as a cultural and educational necessity. Home is the Fisher Center for the Performing Arts, designed by Frank Gehry and located on the campus of Bard College in New York's Hudson Valley. Building on a 162-year history as a competitive and innovative undergraduate institution, Bard is committed to enriching culture, public life, and democratic discourse by training tomorrow's thought leaders.

## **ABOUT THE SUMMERSCAPE FESTIVAL**

SummerScape is a world-renowned multi-arts festival presented by the Fisher Center at Bard. Over eight weeks this summer (June–August), Bard SummerScape returns with a full season of dance, theater, opera, music, and the beloved Spiegel tent, culminating in the 32nd annual Bard Music Festival, *Sergei Rachmaninoff and His World*. Productions will be staged in Bard's Frank Gehry-designed Fisher Center for the Performing Arts, adhering to rigorous health and safety protocols while celebrating the joys of live performance.

## **ABOUT BARD COLLEGE**

Founded in 1860, Bard College is a four-year residential college of the liberal arts and sciences located 90 miles north of New York City. With the addition of the Montgomery Place estate, Bard's campus consists of nearly 1,000 park-like acres in the Hudson River Valley. It offers bachelor of arts, bachelor of science, and bachelor of music degrees, with majors in nearly 40 academic programs; graduate degrees in 13 programs; nine early colleges; and numerous dual-degree programs nationally and internationally. Building on its 162-year history as a competitive and innovative undergraduate institution, Bard College has expanded its mission as a private institution acting in the public interest across the country and around the world to meet broader student needs and increase access to liberal education. The undergraduate program at our main campus in upstate New York has a reputation for scholarly

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excellence, a focus on the arts, and civic engagement. Bard is committed to enriching culture, public life, and democratic discourse by training tomorrow's thought leaders. For more information about Bard College, visit [bard.edu](http://bard.edu).