

Wednesday, August 2, 2017

Productions Assistant

Company: Dancers Unlimited
Compensation: \$150

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Dancers Unlimited is hiring a productions assistant to help coordinate our upcoming shows on August 30th and 31st at Brooklyn Music School (BMS). Availability is required for 4pm-9pm for both days. Responsibilities for the Assistant include:

1. Working with BMS staff for front of house and backstage set up prior to performer's call time at 4:30pm
2. Backstage management during tech rehearsals and performances
3. Making sure all backstage, front of house, and performance areas are clean at the end of each evening
4. Communicating with the Director and Assistant to Director starting two weeks prior to the event

We are looking for a self-starter with prior experience in events management and understands backstage management. Candidates must be reliable and professional. Experience in video production is a plus as we have video projects in September and October. Please email resume and cover letter with 3 professional references.

Dancers Unlimited
www.DUHawaii.com

For more information:
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