

Saturday, October 9, 2021

Bates Dance Festival seeks a Production Manager

Company: Bates Dance Festival
Location: Lewiston, ME
Compensation: \$7,500

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BDF is seeking an experienced Production Manager to join the seasonal staff for the 2022 Festival which will mark BDF's 40th anniversary and will include 6-7 performances in 2 theaters, 1 gym, and outdoor locations. Locations are primarily on the Bates College campus.

This job is done in collaboration with the Lighting Supervisor and Technical Director. Responsibilities include overall management of all production related details including review and negotiation of technical riders; rental or purchase of all required equipment; selection, training, mentorship, and oversight of up to five interns and five work study students; all crew and event planning and scheduling. During the festival this position oversees one of the theaters entirely, with the Technical Director overseeing the other. This is a very hands-on position.

Other festival events include free outdoor concerts, work-in-progress showings, student showings, and lecture-demonstrations. Responsibilities for those events include scheduling, hiring technical vendors, and assigning work study students and interns to oversee low-tech projects. Other ad hoc tasks might include laying marley with interns, testing tech for teachers, and troubleshooting general technical issues in studios.

Pre-work includes collaborating with the Festival Director on performance schedule and advancing the technical requirements with each company via phone and email, interfacing with the Bates College production team to ready the space for the summer, and interviewing and selecting interns. Monthly staff meetings are held in the months leading up to the festival and production meetings are scheduled as needed.

The Production Manager lives on campus for the duration of the festival in a single dorm room in housing that is shared with staff only. Meals at the campus Dining Commons are included for the duration of the festival. Salary is \$7,500.

Bates Dance Festival is committed to equity and inclusion and encourages applicants from all backgrounds to submit materials.

Applicants should submit a resume, a short letter of interest, and three references by October 25th to dancefest@bates.edu. Please put Production Manager Position in the subject line.

More info at: <https://www.batesdancefestival.org/work-with-us/>

Bates Dance Festival
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[< back](#)

[previous listing](#) • [next listing](#)