



Stage Management/Assistant Director (SMAD) Positions

We are looking for enthusiastic Original Kids to join our Production Team

Original Kids Theatre Company (OKTC) produces over 20 productions a year. As an Stage Manager / Assistant Director (SMAD) you will become a crucial part of the OKTC production team. Our SMAD's are coached and trained to follow our organizational values.

- To strengthen the reputation of OKTC by exceeding our customers' expectations.
- To adapt our offerings while sustaining professional and streamlined processes.
- To create memorable experiences for our customers, staff and members alike.
- To cultivate our youth allowing them to define their own unique leadership style.

This is an honorarium contract position paying \$600.00.

Description of Responsibilities:

1. Working with OKTC Production Teams to help deliver great experiences for our Original Kids, Volunteers and Artistic Staffs.
2. Show Administration
 - a. Attendance
 - b. Production Notes
3. Communication
 - a. Original Kids
 - b. Parents & Families
 - c. Show Staff
 - d. Original Kids administration and Box Office team.
4. Developing your team and those around you.

Basic Qualifications:

1. Enrolled in High School.
2. Demonstrated strong verbal and written communication skills.
3. Have a valid Social Insurance Number.

Preferred Qualifications:

1. Currently enrolled in Original Kids.
2. Have been an OKTC Stage Manager
3. Been through OKTC ASM Training

Mandatory Training:

Interviews will take place the week of **December 16 - 20**, and training will take place on **January 9th 2025**.

To Apply: Send an email with "Stage Management/Assistant Director Position" in the subject line along with your attached resume and cover letter to: laura@originalkids.ca Please include in your cover letter any conflicts you may have.

Application Deadlines:

Please submit your application by **Friday December 13, 2024 - 11:59pm EST.**

Allowing You to be You at Original Kids

Original Kids is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.