

Visionary experimental theater company [Applied Mechanics](#) seeks candidates for the position of Assistant to the Director to work on the upcoming process and production of its epic science fiction installation play OTHER ORBITS.

The Assistant to the Director will assist director Rebecca Wright with all aspects of co-producing and directing this large scale immersive production.

Tasks include, but are not limited to:

- Attending all rehearsals, production meetings, and administrative sessions
- Pre- and post-rehearsal creative organizing and planning.
- Observing, note-taking, and providing outside-eye support at rehearsals, runs, and tech, as well as design and production meetings.
- Coordinating guest artists and outside hires
- Running Errands**
- Communicating with stage management, production, and creative team
- Social Media maintenance
- Drafting process emails
- Ticketing and administrative support
- Working front of house during the run of the show

**Driver's license is a must (Own vehicle not required.)

Please note that while some artistic opportunity is built into this work, it is *not* primarily a creative position. OTHER ORBITS is a huge collaborative project, and your role will be to assist the director in the logistics of creatively facilitating 16 collaborative artists. People with game and can-do attitudes, a willingness to problem solve and pitch in, a clear and active communication style, and an open-heartedness to process will be good candidates for this job. Social media savvy is a plus.

Applied Mechanics is a multiracial collective of queer and genderqueer theater artists with a non-hierarchical administrative structure. Your work and assistance will be vital components to the company and the OTHER ORBITS process. Your variety of tasks may sometimes look like an hour spent on the ticketing platform or a run to the grocery store, other times like observing and discussing scenework. We value your presence, communication, and reliability, and we respect your time.

Interested candidates should send a personal statement and resume to appmechsinfo@gmail.com by March 18.

The personal statement can be written (no more than a page) or recorded (voice memo or video.) Please focus on why you are interested in this job and would be a good fit for it.

Pay for the position is \$3510

General Schedule:

May 2023: days and times TBD, onboarding

June 12-June 29: rehearsals (mostly daytime)

June 30-July 7: tech

July 8: final dress

July 9-July 12: previews

July 13-July 22: performances

July 23: strike

July 24-July 28: close out