

Seeking Production Crew/Front of House MOUNTAIN THEATRE COMPANY — 88th SEASON Professional Repertory / Stock Engagement | Two Productions

Mountain Theatre Company, North Carolina's oldest professional theatre organization, is seeking to hire Production Crew/Front of House for *Dancin' in the Street* and *Showstoppers!*. This position will join the experienced, award-winning team behind Western North Carolina's premier professional theatre company.

Mountain Theatre Company, currently in their 88th season, is the largest arts organization for over 50 miles, and attracts visitors to Highlands, North Carolina from all over the world.

Mountain Theatre Company is committed to diversity and operates with a policy of equal employment opportunity designed to promote a positive model of inclusion. As such, Mountain Theatre Company encourages artists of all ethnicities, gender identities, and ages, as well as artists with disabilities, to apply.

PERSONNEL

Executive Artistic Director: Scott Daniel
Company Manager: Emanuel Carrero

CONTRACT DETAILS

Production: DANCIN' IN THE STREET & SHOWSTOPPERS

Venue: Highlands Performing Arts Center

Contract Dates: June 7th, 2026 - September 1st, 2026 (*week off 07/13-07/19*)

Role: Production Crew/Front of House

Weekly Rate: \$550/wk - \$600/wk

Housing and Travel: Provided/Single Occupancy

PRODUCTION DATES

Dancin' in the Street

Rehearsal Dates: June 1st - June 23rd

Production Dates: June 24th - July 14th

Showstoppers!

Rehearsal Dates: July 20th - August 11th

Production Dates: August 12th - August 31st

FRONT OF HOUSE/PRODUCTION CREW

Seeking qualified candidates who have a general working knowledge of the theatre. Duties will be split between production and front of house roles. Under the general supervision of the Production Stage Manager, perform stage duties such as light scenic construction, prop building, and lighting/sound needs, and perform general front of house duties to ensure an excellent experience for all patrons of the theatre.

BASIC RESPONSIBILITIES

Production Responsibilities:

- Assist with the construction of scenery and properties.
- Assist in painting scenery and properties.
- Assist in sourcing props for production
- Assist in costume construction including rhinestoning and basic sewing.
- Assist in hanging and focusing lighting equipment.
- Assist in set-up of microphones and speakers.
- Operate a variety of hand and power tools and technical equipment used in the theater productions; observe safety precautions and regulations.
- Assist in maintaining organization and cleanliness of the scene shop
- Assist with moving scenery/props on the deck as necessary during rehearsals and throughout production run.
- Assist in repairing scenery and props as needed during the production run.
- Participate in load-in and strike of production.
- Production track responsibilities during performances may include Follow Spot Operator, Dresser, or Shift Crew.
- Other duties as assigned by the Artistic Director.

Front of House Responsibilities:

- Pass the North Carolina Responsible Alcohol Seller/Server Training Certification. Printed certificate is required.
- General house responsibilities include serving at the lobby bar, operating a register at lobby bar, serving as a box office representative, and overseeing volunteer ushers, ticket scanners and lobby bar servers
- Ensure excellent service to patrons and volunteers.
- Troubleshoot patron concerns and needs including concession and ticketing issues.
- Setup Front of House (FOH) and stock all inventory before opening night.
- Prep the lobby, house, and public areas before each performance.
- Assist in preparing any needed merchandise or specialty drinks for performances.
- Stay after performances to oversee general clean-up of lobby, house, and public areas. This includes breaking down the bar and taking down FOH as needed. Close and lock lobby doors.
- Report lobby bar inventory to the Company Manager.
- Performs related duties and responsibilities as required by the House Manager.

REQUIREMENTS:

- Any combination equivalent to: graduation from high school supplemented by collegiate course work in stagecraft, theater production, or related field and/or two years experience in professional theatre assisting with set construction, lighting, sound, or related stage production areas.
- Must be able to work in high places such as ladders, lifts, grid, catwalks above the performance stage, and counterweight floor.
- Operate and demonstrate proper use of stage and shop equipment including hand and power tools.
- Work cooperatively with others.
- Excellent verbal, interpersonal, and customer service skills.
- Attention to detail, accuracy, and timeliness.
- Ability to work effectively independently and as a member of a team.
- Physically demanding work requires the ability to lift and carry up to 50 pounds.
- Must be able to work a flexible schedule including nights, weekends, and holidays as needed.
- Ability to drive to contract is a plus.

Candidates must be fully vaccinated.

To apply, please submit a cover letter and resume, listing all previous work experience, to techjobs@mountaintheatre.com

ABOUT MOUNTAIN THEATRE COMPANY

Mountain Theatre Company is dedicated to engaging and enriching our community and its visitors while contributing to the cultural and economic development of Highlands, NC, through world class Broadway-style musical theatre experiences featuring national professional artists and providing entertaining and inspiring productions for diverse audiences.

Mountain Theatre Company is a 501(c)(3) non-profit arts organization. For more information, visit our website: www.MountainTheatre.com.