



**Position:** STAGE MANAGER  
**Department:** Operations  
**Office:** Seasonal, full-time  
**Location:** Breckenridge, CO

---

**The National Repertory Orchestra offers experiential learning on the ins and outs of an orchestra and a thriving career in the Arts! Spend a summer with our artistically minded team in Breckenridge, CO and build your on-the-ground, professional experience.**

**Description:**

The Stage Manager works on a six-person production and audio team and reports directly to the Production Manager. The production staff is also aided by the assistance of eight stage crew members (musician work-study) in the set-up and strike of the stage. The Stage Manager is expected to work closely and effectively with the Assistant Production Manager, two Production Fellows, Recording Engineer, Director of Operations, Orchestra Manager, Music Librarian, Music Director, and Guest Conductors to ensure clear communication regarding production needs and abilities for the festival among the staff and clear dissemination of this information.

**Why You Will Love the NRO:**

The NRO is an inclusive organization dedicated to teamwork and a highly communicative atmosphere. This professional workplace encourages interaction, synergy, positive feedback, and goal-oriented individuals, all working together to enhance the future of classical music and the Arts.

Our vision is to break barriers between education, performance, and community to develop 21<sup>st</sup>-century musicians!

---

**What You Will Do:**

Assist the Production Manager in the daily functions and production needs of the festival including but not limited to:

- Responsible for proper set-up of all orchestra rehearsals and performances
- Creation of stage plots for all orchestra services
- Supervises the stage crew (musician work-study)
- Assume manager-on-duty responsibilities including security of the Riverwalk Center
- Assist in all production efforts necessary for runouts and performances
- Assist in production needs for all festival events (rehearsals, workshops, sectionals, seminars, masterclasses, performances, special events)
- Coordinate and assist in transportation of all equipment for runouts
- Delegate duties to the Production Fellows
- Oversee and monitoring of all equipment and instruments to ensure proper handling and care
- Back-of-house duties and stage production requirements
- Responsible for enforcing and adhering to all OSHA standards and safety outlines implemented by the Town of Breckenridge staff and/or festival administration
- Pre-season and post-season set-up and breakdown of storage, instruments, and Riverwalk Center equipment
- Assist in sound and lighting needs for all rehearsals and performances including setting overhead lights
- Provide quality customer service; customers defined as all stakeholders
- Other duties as assigned

**Candidate Profile:**

- Previous orchestral and back-stage experience is required
- Applicant must be able to handle confidential situations with an even-tempered and professional approach
- Must work well under pressure, prioritize effectively, and be detail-oriented

- The job requires manual labor: lifting trunks and equipment weighing up to 75 pounds and transporting these trunks and equipment by use of a hand truck to the stage or transport truck for runouts
- This job may require driving large vehicles: valid driver's license is required
- Must be able to provide your own computer
- Above all, must have a positive attitude and be a team player

**Compensation:**

- ✓ \$3,000 - \$4,000 (DOE)
- ✓ FREE employee housing in Breckenridge
- ✓ Weekly food stipend

**Your Time in Breckenridge:**

The position will begin on Tuesday, June 7, 2022, with the last working day on Thursday, August 18, 2022.  
Breckenridge Arrival: Monday, June 6, 2022 / Breckenridge Departure: Friday, August 19, 2022

**How to Apply:**

Prepare a one-page resume along with a cover letter and a list of at least three references complete with their contact information and relationship to you. **Send to [info@nromusic.org](mailto:info@nromusic.org) by Friday, February 4, 2022, at 5:00 PM, MST.** Please type "**Stage Manager**" in the subject line.

---

**LEARN MORE ABOUT THE NATIONAL REPERTORY ORCHESTRA**

The [National Repertory Orchestra](http://www.nromusic.org) is a 501(c)(3) non-profit organization and a preeminent intensive fellowship with a mission to develop diverse, thoughtful, and socially conscious musicians through experiential learning. We inspire young professional musicians to be great leaders in their communities while ***Changing Lives Through Music!***



Founded in 1960 in Estes Park by Walter Charles, the NRO has called Summit County, Colorado home for 36 years. During the summer, audiences can enjoy the NRO's music festival featuring Music Director [Michael Stern](#) and other renowned conductors, guest artists and some of the most talented musicians on the planet.

**COVID Policies and Vaccination Requirements:**

Summit County Public Health Orders are continually evolving. Review the most current conditions at <https://www.nromusic.org/covid-19/>.

***The National Repertory Orchestra is proud to be an equal opportunity employer, and celebrates our employees' differences, regardless of race, ethnicity, religion, sex, sexual orientation, gender identity, national origin, age, ability, or Veteran status.***

[NROmusic.org](http://www.nromusic.org)

#NROmusic

