



Cincinnati Playhouse in the Park is an Equal Opportunity Employer (EEO) and is committed to fostering a culture of diversity and inclusion in all areas of its work, both on and offstage. Qualified individuals who bring diverse perspectives and life experiences to the workplace are especially encouraged to apply.

Position: Props Artisan (Properties 1)

Reports to: Props Manager

Classification: Full-Time, Seasonal, Hourly, Non-exempt

Position Start Date: Immediately

Salary Range: \$22.70/hour

Position Overview:

Responsible for the acquisition, construction, installation and dismantling of props; assist with research as necessary; work with designers, directors, and supervision to develop drawings and other such plans for props; and perform such other work as assigned.

This is a full-time, seasonal position. Benefits include health insurance (through the union), pension, annuity, and paid vacation and sick time. Current IATSE membership is not a prerequisite to application.

Position Responsibilities:

- Responsible for building properties for all productions.
- Follow design drawings and research to create and find props for rehearsals/productions.
- Maintaining shop equipment and cleanliness.
- Observe and implement shop safety and risk management procedures in all workspaces – knowledge of PPE and MSDS information.
- Research/plan a prop build.
- Assist in load ins and load outs, tech week rehearsals and set dressing.
- Restore stock in an orderly manner.
- Assist in maintenance of props inventory – photographing, labeling, and cataloguing props.
- Maintain artistic integrity and quality of production.
- Knowledge of hand and power tools.
- Deliver props to the rehearsal hall/theater daily.
- Other duties may be assigned as needed.

Essential Skills and Attributes:

- Ability to build show furniture from drawings or research
- Ability to repair or modify stock pieces for production use
- Standard fine woodworking techniques and joinery
- Carpentry and welding (steel and aluminum) projects
- Hand prop fabrication/sourcing/modifying
- Stage weapons prep and maintenance – mostly blades
- Some molding and casting – puppet building, furniture decoration



- Leatherwork experience a plus

Preferred Skills and Qualifications:

- Three years professional experience in a similar industry or field.
- Self-motivated team player that can meet deadlines and embrace a safety orientated work environment.
- Ability to multitask with a positive and proactive problem-solving attitude.
- A documented ability to produce high quality finished props from theatrical construction drawings and designer sketches using a variety of materials.
- Able to self-critique and correct their work while maintaining sensitivity to the overall artistic vision.
- Ability to clearly communicate to supervisors supply needs, updates on projects and realistic timetables for completion.
- Good eye for color, proportions, period and style.
- Enthusiasm for learning new techniques, working with new materials, increasing competency with current practices and expanding problem-solving skills.
- Proficient with web-based searches for new materials and processes.
- Works well with others and independently.
- Attention to detail with strong organizational and time management skills.

Work Environment and Physical Demands:

- Able to lift and carry 50 lbs.
- Job requires long stretches of standing
- Able to climb and perform work on ladders, cat walks and personnel lifts
- 40-hour weeks are the standard, but extra hours during load in and tech rehearsals are possible
- Comfortable opening/closing shop/setting alarm
- Ability to work in dimly lit/uneven spaces (backstage during tech, trap room, etc.)
- Driver's license and able to drive prop van and box truck.

Employment is contingent upon successful completion of a background check.

All employees are required to receive the COVID19 vaccination unless a reasonable accommodation has been approved.

Cincinnati Playhouse in the Park continues to monitor the pandemic situation. Qualified candidates will be expected to comply with Playhouse's health and safety plan – while at work and outside work – that continues to be updated per latest state and Federal guidelines.

The physical demands and safe working expectations described here are representative of those that must be met by an employee to successfully perform the essential functions of the job, with or without reasonable accommodation.

While this description is intended to be an accurate reflection of the current position, it is not necessarily exhaustive of all responsibilities, duties, requirements, or expectations of this position. Cincinnati Playhouse in the Park reserves the right to revise or amend this description based on business needs or changes to the work environment.

To Apply:

Qualified candidates should submit a cover letter, resume and references Elizabeth Lyons, Properties Manager liz.lyons@cincyplay.com and cc: Amy Stier, Human Resources amy.stier@cincyplay.com. If you would like to submit a

PLAY IN THE PARK
CINCINNATI **HOUSE**



digital portfolio, please attached it in PDF form or provide a link to an online source in the body of the email. Hard copies of portfolios will not be accepted at this time. Review of materials will be done on a rolling basis until the position is filled. No phone calls, please.