

**Position: Raue Center School For The Arts Devised Holiday Show – Set Designer**

**Hours: Varies based on availability**

**Designer Stipend: \$500 | Scenic Budget: \$500**

Raue Center School For The Arts (RCSA) is thrilled to reveal its 2nd Annual Devised Holiday Production following the major success of last year's *The Disturbing Disappearance of St. Nicholas*. RCSA is looking for a for a skilled, self- motivated set designer to join our team for the production. Potential set designer should be a self-starter and an excellent collaborator with the creative team members.

**Set Designer Responsibilities:**

- Understanding the script will be developed and created by the cast throughout the process.
- Production specifications and collaborating with the director to design the layout and look of the set using pencil sketches and/or software will still occur prior to rehearsals/development starting.
- Researching any concepts, ideas, and more to create thematical elements and conceptual looks based on collaboration with the director.
- Selecting lighting practical's, furniture, wall and floor coverings, and all other props used as set dressing if applicable.
- Producing a model or floor plan for the director's approval and implementing changes as required.
- Providing potential cost and time estimates to build.
- Work closely with the Production Manager(s), Technical Director and Production Director to coordinate build time, space availability, technical requirements, etc.
- Inspecting stage entrances and exits to ensure the set is positioned correctly and performing quality assurance on all aspects of the set with the technical director.
- Briefing crew and actors on set safety and explaining how the set operates (if applicable)
- Ensuring all sets meet safety standards with the Raue Center technical staff.
- Set designer will not be required to be part of the building process, but if so chooses, is welcome to assist.
- All designers will need to participate in a brief strike, immediately following the final performance (Sunday, December 8<sup>th</sup>)

**Important Devised Holiday Production dates:**

- First in-person rehearsal will begin the week of November 1, 2024
- Rehearsals: November 1 – November 29, 2024
- Tech: December 1 – December 4, 2024
- Performances: December 5 - 8, 2024

Please email the following to: [rcaeducation@rauecenter.org](mailto:rcaeducation@rauecenter.org)

- Cover letter which should include why set designing is important to you and what you can bring to the production with your designs.
- Professional resume and/or design resume **\*Design Resume preferred.**
- A link to your design portfolio or images of previous design work. **\*If Applicable**

Start date: *Dependent on when first production meeting will be.*

*Please note that submission of your resume is a not a guarantee of employment, HOWEVER, we will keep your information on file for future productions.*