



Show: MEAN GIRLS National Tour
Job Title: Assistant Stage Manager (ASM)
Start Date: September 27th, 2021
Contract: Production

MEAN GIRLS National Tour is seeking an Assistant Stage Manager to join our team as we look to restart and head back out on the road. This is a full-time touring position. The ASM will be expected to work closely with the company and will become an integral part of the Stage Management team. This is an AEA position.

Basic Responsibilities Include:

- Assisting SM Load-In / Load-Out in Each Venue
- Rehearsal Room Setup / Breakdown
- Assist / Run Rehearsal Room
- Create, Update and Maintain Show Paperwork Such as Props Presets, Run Sheets, etc.
- Run Deck Tracks During Rehearsal and Performance
- Maintain Safety for Company Both On and Offstage
- Assist with Script Upkeep
- Work in Word, Excel, Pages, etc.

Our Ideal Candidate:

- Open and willing to learn
- Personable
- Proactive
- Intuitive
- Performs well under pressure
- Able to work well within a team as well as individually
- Mac Literate

MEAN GIRLS national tour is a mandatory vaccinated workplace and all employees must be fully vaccinated prior to starting work. "Fully vaccinated" means that you have received an FDA authorized or approved vaccine or a WHO authorized or approved vaccine, and it has been more than 14 days since the final dose of the vaccine (by September 27, 2021 for this position). Employees with a qualifying medical condition or a sincerely held religious belief may request an accommodation.

MEAN GIRLS is committed to doing our part to make touring a more equitable, inclusive, just, and anti-racist place to work. We encourage applications from individuals whose backgrounds are underrepresented in the theatre industry, including race, ethnicity, class, gender identity or expression, ability, and sexual orientation.

Please submit your resume no later than August 30th to mgtourjobs@gmail.com and include "ASM" in the subject line.