



**Job Description:** Shop Supervisor  
**Reports To:** ATD(s), Technical Director, Director of Production

**Summary:**

Des Moines Metro Opera is a major summer opera festival located in Indianola, IA. The company produces 3-4 new productions each season in a summer repertory schedule, presented within the intimate 467-seat theatre at the Blank Performing Arts Center. Our 53<sup>rd</sup> season includes Wagner's *The Flying Dutchman*, Janáček's *The Cunning Little Vixen*, and Stravinsky's *The Rake's Progress*.

**Principle Duties and Responsibilities:**

- Work with the Technical Director and the Assistant Technical Director(s) in overseeing the preparation and building of scenery for all Mainstage and 2<sup>nd</sup> Stage Series productions.
- Provide a detailed inventory of carpentry tools and equipment at the beginning of the season and at the end of the season.
- Complete tool maintenance as needed.
- Monitor and enforcing safe working techniques and rules in the shop
- Assist the TD and the ATD in the load-in of all shows if needed.
- Assist the ATD in intern seminars that would take place in the shop.
- Other daily shop duties as assigned by the TD or ATD – this will include tracking supplies in the shop and updating technical management when shop supplies are running low.

**Dates of Employment:**

Sunday, May 11 – Friday, July 25, 2025.

**Compensation:**

\$750/week during the festival season, overtime after 50 hours paid at a rate of \$18/hour  
\$300 travel stipend to be paid upon arrival.  
DMMO will provide single occupancy air-conditioned dorm housing during the festival season.

**Skills and Knowledge**

Any Combination of education and experience providing the required skill and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to:

- Minimum BA/BFA in Theatre or equivalent professional experience
- 3+ years of experience working backstage in a production setting
- Excellent verbal and written communication skills
- Proven leadership ability

**Physical Requirements and Working Conditions**

- Ability to lift 50 pounds unassisted or with the help of a team
- Ability to work at heights
- Ability to work in an open air environment
- Ability to wear and safely use a fall arrest harness
- Ability to hold and operate hand, air, and power tools.
- Work includes periods of standing, working in low light, climbing stairs/ladders, and working in a personnel lift

**Application Process:**

Submit resume with 3 references and cover letter via email with the subject line "Shop Supervisor" to:  
Production@dmmo.org

**Deadline:**

Applications will be accepted until the position is filled. Applicant screening process to begin immediately.

As an Equal Opportunity Employer, Des Moines Metro Opera celebrates diversity and inclusion. We do not discriminate against any employee or job applicant on the basis of race, color, religion, national origin, creed, gender identity, sexual orientation, pregnancy, disability, age, veteran status, political affiliation or philosophy. All qualified applicants are encouraged to apply.