



**Job Description:** Prop Stage Supervisor  
**Reports To:** Head of Properties, 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:

- Assist the Head of Props in the preparation, construction, and repair of properties.
- Assist the Run Crew (Props Artisans and Props Interns) during all technical rehearsals, scene-shift rehearsals, dress rehearsals, and shows.
- Communicate any repairs needed during the run of shows to the Head of Props.
- Act as the liaison between Stage Management and Properties during scene shifts.
- Assist with maintaining a prop inventory throughout the season.
- Assist in scenic changeovers as needed.
- Assist in cleaning the properties area throughout the season, including returning all stock to DMMO storage.

### Dates of Employment:

Monday, May 26 – Friday, July 25, 2025.

### Compensation:

\$750/week during the festival season, overtime after 50 hours paid at a rate of \$18.00/hour.

\$300 travel stipend to be paid upon arrival.

DMMO will provide single occupancy air-conditioned dorm housing during the festival season.

### Qualifications and Skills

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

- 3+ years of experience working on a props crew.
- Minimum BA/BFA in Theatre or equivalent professional experience
- Excellent verbal and written communication skills
- Proven leadership skills

### Physical Requirements and Working Conditions

- Ability to lift 50 pounds unassisted or with the help of a team
- Ability to hold and operate hand, air, and power tools.
- Work includes being in a open air environment during the summer.
- Work includes periods of standing, working in low light, and climbing stairs/ladders.

### Application Process:

Submit resume with 3 references and a cover letter via email with the subject line "Prop Stage Super" 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.