



DES MOINES METRO OPERA

Job Title: Crew Chief
Reports To: Director of Production
Supervises: Working conditions of all crew
Works closely with: All departments, especially with the Assistant Production Manager and Production Management Assistant.

Summary:

If you are looking to join a creative, fast-paced professional major summer festival, and have a desire to help everyone to have a productive, safe and lead a respectful workplace you will want to join DMMO for its 2026 season. Located in Indianola, Iowa the company will produce three exciting new productions in a summer repertory schedule, within the intimate 467-seat theatre at the Blank Performing Arts Center. Our 54th season consists of 3 mainstage productions with 2 new productions being built specific for DMMO's stage and the third built as a major co-production. DMMO is one of America's boldest Opera Companies (as reported by the New York Times) and was nominated for its 2024 season for an International Opera Award. Join our team in this a critical role to work on some of the most challenging, bold, intense, visually stunning, complex and rewarding productions of your career!

Des Moines Metro Opera utilizes a crew chief position to help schedule and supervise the crew. The crew chief will advance, monitor, solve, communicate and lead in all things crew. Responsible for scheduling, coordinating and facilitating the needs of our roughly 90-person production team. The crew chief is also responsible for overseeing compliance to safety policy and procedures as well as reporting any accidents, injuries and documenting near-miss situations.

This is a senior level position in the Production Department.

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.

Principle Duties and Responsibilities:

The below responsibilities are no means a complete list of tasks/responsibilities.

- Be the primary contact for the production department crew and disseminate that information out as needed.
- Provide the Head Stage Carpenter, Head Fly Operator and stage carp run crew lead with adequate crew numbers.
- Advise the Director of Production of crew needs.
- Be the primary contact for all crew related to requests for releases, HR concerns, scheduling concerns.
- Track and organize timesheets and insure submission to the Assistant Production Manager in a timely manner.
- Coordinate best methods and techniques for efficient crew calls with all departments, and especially with the Head Stage Carpenter and Head Fly Operator.
- Monitor and enforce safe working techniques and rules on the stage, in the scenic shop, in rehearsal, in the costume shop – anywhere the crew works at all times.
- Provide training or set-up safety training for crew as needed.
- Coordinating with the ATD's, so that one ATD is always present during load-in, rep change over, show run. These needs will be discussed with the Director of Production and efficiencies in monitoring the stage will be driven by production needs.
- Strive for a work place that is; team-focused, creative, positive, professional and solution based – encouraging all members of the team.



Dates of in Person Employment:

Arrival Date:	Thursday, May 7, 2026 by 5:00pm
First Work Day:	Friday, May 10, 2026
Last Work Day:	Saturday July 25, 2026
Departure Date:	Sunday July 26, 2026 by Noon

Some, paid, advance work will be required prior to in-person employment.

Compensation:

Base pay rate, per hour:	\$20-\$22 based on experience
Overtime pay rate, per hour (after 40):	1.5x the hourly rate

Pre-production work paid at the base rate

\$350 travel stipend to be paid upon arrival.

DMMO will provide single occupancy air-conditioned room in shared 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:

- Previous experience as a crew chief, scheduler or steward is helpful.
- 3+ years experience (after school) working in a theatre environment is needed.
- Excellent verbal and written communication skills, with the ability to tailor to the needs of the listener/reader.
- Proven leadership ability with-in a diverse, multi-generation workforce.
- Experience working in a repertory production format is an asset.
- Experience working in a fly house is an asset.
- Experience with Propagated, Excel and Microsoft Outlook are necessary.

Physical Requirements and Working Conditions:

- Ability to sit, stand, and traverse a working stage/shop environment.
- Work includes periods of standing, working in low light, climbing stairs/ladders, and may include working in a personnel lift.

Application Process:

Submit resume with 3 references and cover letter via email with the subject line
“Crew Chief” to: production@dmmono.org

For more information on this position, contact crodney@dmmono.org

Deadline:

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

Pre-production (remote) work may begin shortly after engagement, pending successful candidate.