



DES MOINES METRO OPERA

Job Title: Production Assistant – 2 positions available
Reports To: Assistant Production Manager
Supervises: None
Works closely with: All departments.

Summary:

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!

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 in no means a complete list of tasks/responsibilities.

- Assist the team by being the person who is available to run out and purchase materials / supplies.
- Be able to source items and be responsible for spending / tracking receipts.
- Be willing and able to move with haste to help keep the team on schedule.
- Assist the Director of Production and the Assistant Production Manager with daily tasks.
- Comply and enforce safe working techniques, safety policies and procedures and all rules.
- Strive for a workplace that is; team-focused, creative, positive, professional and solution based – encouraging all members of the team.

Dates of In-Person Employment:

Arrival Date:	Saturday, May 9, 2026 by 5:00pm
First Work Day:	Sunday, May 10, 2026
Last Work Day:	Friday, July 24, 2026
Departure Date:	Saturday, July 25, 2026

*Some flexibility can be afforded to the right candidates

Compensation:

Base pay rate, per hour:	\$14.00 – \$15.50
Overtime pay rate, per hour (after 40):	1.5x the hourly rate

\$350 travel stipend to be paid upon arrival.

DMMO will provide single occupancy air-conditioned room in dorm-style 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:

- Excellent communication skills, with the ability to understand and comprehend instructions.
- Knowledge of theater terms and ability to know what that is 'in-the-real-world'. (ie: how a back-flap in theater is a hinge in the real world)
- A driver's License. Ability to drive multiple types and sizes of vehicles, ideally including a 26' box truck.
- OSHA 10 or greater qualifications.

Physical Requirements and Working Conditions:

- Ability to sit, stand, traverse a working stage/shop environment which includes ladders, uneven floors and workspaces associated with assembling scenery.
- Work includes extended periods of standing, working in low light, climbing stairs/ladders, and may include working in a personnel lift.
- Ability to lift 50lbs / ability to lift heavy objects/scenery properly/safely
- All team must supply their own protective toed footwear.
- Ability to wear a Type 2 hardhat, eye protection, hearing protection.

Application Process:

Submit resume, with three (3) references and a cover letter via email to production@dmmo.org.

Please include "**Production Assistant**" as the subject line.

For more information on this position, contact apm@dmmo.org

Deadline:

Applications will be accepted until the position is filled.

Applicant screening process expected to begin right away.