DES MOINES METRO OPERA

PROPS SUPERVISOR

$17-$18/HR	1.5x OT	HOUSING INCLUDED	TRAVEL STIPEND
BASE PAY	AFTER 40 HOURS	NO COST	$350

IN PERSON EMPLOYMENT: May 17 - July 29, 2027 | Arrive May 16 | Depart July 30

GET PROPS FROM THE PAGE TO THE STAGE.

As a Props Supervisor, you'll be responsible for getting every prop for one of DMMO's three mainstage operas from design to rehearsal and performance. You'll work as part of a three-supervisor team, sharing information and shop resources while taking charge of your assigned production.

WHAT YOU'LL MAKE HAPPEN

- Take charge of all props for one assigned opera, delivering complete rehearsal and performance elements on schedule, within budget and ready for the stage.
- Advance the show before arrival: review designs, identify needs, plan workflow, develop the budget and begin sourcing.
- Build, modify, purchase and source props and furniture; manage spending, rentals and acquisitions and arrange company-van pickups as needed.
- Assign work to Properties staff and interns, providing the plans, materials and support they need to complete the production safely and successfully.
- Coordinate shared shop schedules and resources with the other Props Supervisors, working with the Head Scenic Carpenter and Head Scenic Artist to coordinate.
- Coordinate rehearsal props, backstage setup and safe running; keep shared prop lists current and communicate notes, deadlines and expectations promptly with Stage Management and the directorial team.

EXPERIENCE YOU'LL BUILD

- Be the person accountable for one professional mainstage opera's properties from early planning through performance and strike.
- Build hands-on experience creating, modifying and sourcing props with a wide range of materials, tools and techniques.
- Strengthen your skills in budgeting, purchasing, rentals, furniture sourcing and detailed spending management.
- Work as part of a three-supervisor team, sharing information, shop resources and solutions as production needs change.
- Collaborate with professional directors, designers, Technical Directors, the Head Scenic Artist, stage management and stage departments.
- Build your professional network and experience for future Props Supervisor, Shop Coordinator and production-management roles.

WHY DMMO?

DMMO brings established and emerging professionals together to do their best work. Our repertory is adventurous, our theatre is intimate, and the work is seen nationally - The New York Times has called DMMO one of the country's most ambitious and successful smaller opera companies.

WHAT YOU BRING

- Professional or advanced educational experience creating, modifying, sourcing and operating theatrical properties.
- The ability to advance a production before arrival by reviewing designs, planning workflow, developing budgets and beginning sourcing.
- Knowledge of construction methods, materials, hand/power tools, furniture, finishes and safe shop practices.
- Comfort managing budget spending, purchasing, rentals and detailed financial tracking for an assigned production.
- A valid driver's license and comfort driving a company van to source, pick up and transport props and furniture.
- Clear communication and collaborative judgment when working with artists, technicians, stage management, staff and interns.
- A strong commitment to safe work and the judgment to stop or change work when conditions are not safe.

WHAT WE BRING

- **$17-$18/hour based on experience; overtime at 1.5x after 40 hours.**
- Private bedroom in shared apartment-style housing with air conditioning - provided at no cost.
- $350 travel stipend paid upon arrival.
- Approved pre-arrival work - including meetings, planning, budgeting and sourcing - is paid at your regular hourly rate.
- Call standards that respect your time, including scheduled breaks, appropriate turnaround and thoughtful management of hours and overtime.
- A professional, team-focused workplace where ambitious work, safety, learning and respectful treatment matter.

SEE YOURSELF ON TEAM DMMO?

Introduce yourself. Tell us why this position interests you, what you would bring to the DMMO production team, and what you hope to gain. It doesn't need to be a formal cover letter - we want to hear from you, not a template.
Send your resume + references + introduction to jobsinproduction@dmmo.org | Subject: 2027 Props Supervisor

POSITION DESCRIPTION / EMPLOYMENT DETAILS	
POSITION TYPE	Seasonal / Hourly / Non-Exempt
REPORTS TO	Show-Specific Associate Technical Director • Director of Production
SUPERVISES / LEADS	Properties Staff • Interns
WORKS CLOSELY WITH	Other Props Supervisors • Head Scenic Carpenter • Head Scenic Artist • Directors / Designers • Stage Management

PHYSICAL REQUIREMENTS: Lift 50 pounds unassisted; work at height and in low light; use ladders, lifts and hand/air/power tools; and wear required PPE.