



Job Description: Stage Management Intern
Reports To: Production Stage Manager, Stage Managers, Assistant Stage Managers

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 53rd season includes Wagner's *The Flying Dutchman*, Janáček's *The Cunning Little Vixen*, and Stravinsky's *The Rake's Progress*.

At Des Moines Metro Opera, the Design & Production Internship is a concentrated nine-week training and work program. Over the nine weeks interns participate in talkbacks with directors, designers, and production staff. Interns also attend several classroom workshops including refining a resume and portfolio, networking, websites, freelancing, and production contracts; as well as receive hands-on instruction in skill-based workshops which include rigging for the stage, welding, and stage painting. All the while interns are working alongside 50+ staff and design members from professional theatre and production companies, helping interns expand their professional network of contacts.

Principle Duties and Responsibilities:

- Participate in the preparation and running of all rehearsals and productions you are assigned to at the festival. Interns are typically assigned to 2 productions. (This includes all rehearsals and sitzproba.)
- Create paperwork and communicate the needs of the rehearsal room and stage to the production staff.
- Attends production meetings when required.
- Calling artists entrances and pertinent technical movements from a score.
- Attend all onstage lighting sessions when not in conflict with another rehearsal to be a light walker.
- Assist the Production Stage Manager in archiving information regarding each show.
- Attend and assist with DMMO's Apprentice "Stars of Tomorrow" Program in Des Moines if needed.
- Attend all Intern Talkbacks and Workshops.

Dates of Internship:

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

Compensation:

Daily stipend of \$75/day during the festival season.

\$300 travel stipend to be paid upon arrival.

DMMO will provide single occupancy air-conditioned dormitory 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:

- Currently enrolled in or graduated with BA/BFA in Theatre or equivalent professional experience.
- 3 years of experience in stage management, opera preferred.
- Music reading/ability to call cues from a score
- Excellent verbal and written communication skills.
- Must be at least 18 years of age to apply.

Physical Requirements and Working Conditions

- Ability to lift 50 pounds unassisted or with the help of a team
- Work includes periods of sitting, standing, working in low light, and climbing stairs/ladders.

Application Process:

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

Deadline:

Applications will be accepted until the position is filled. Applicant screening process begins 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.