

Master Carpenter

“A jackass can kick a barn down, but it takes a carpenter to build one.”

- Sam Rayburn

General Responsibilities

- Ensure that the crew and anybody else working in the shop understands the shop rules.
- At the end of each crew call, ensure that all workspaces and the shop are cleaned before anybody is released.
- Meet with the technical director daily to discuss shop progress, scenic challenges and the upcoming schedule.

Weekly

- You are not required to attend the weekly production meetings.

Rehearsal Period

- Inform the technical director of needed supplies.
- Your crew understands the duties assigned to them.
- Create a crew call schedule; include the technical director.
- Prepare cut lists.
- Speak with the stage manager and technical director concerning any new additions to the set and how to properly use them.
 - If the addition will require a large amount of cast interaction, then you must attend the next rehearsal to ensure that the actors understand how to use it properly and effectively.

Technical and Dress Rehearsals

- You are not required to attend all technical and dress rehearsals.
- After each technical or dress rehearsal, you should implement all of the notes that are given to you by the technical director.

Performance

- If a scenic unit is damaged during a performance, you are expected to repair and restore the set to a good, working order before the next rehearsal.

Strike

- Prior to strike, meet with the technical director to discuss your responsibilities during strike.

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All students working on a show must fill out this form. A separate form must be used for each position held. When complete, return this form to Eric Koger.

Name: _____

Phone #: _____

Email: _____

Production: _____

Why do you have this position? (circle one)

I am in the THEA 104 class.

I am a volunteer.

I am in an Independent Study class. Name the class _____

By signing this form, I assert that I have not only read and understand the above contract, but also that I agree to follow and abide by it. I also understand that I will be held accountable for my actions and that my role in the production may be terminated in the case of extreme misconduct.

Signature: _____ Date: _____