



8/1/2024

Assistant Director

Position: Assistant Director

Department: Production

Reports To: Director

Independent Contractor

To Apply: [Click Here](#)

Music Theater Heritage (MTH) is an innovative and imaginative professional performing arts organization – dedicated to the appreciation and historical understanding of the American Theater and its contributions to our culture.

Position Summary: The Assistant Director position is an opportunity for candidates to observe the directing process, with potential opportunities to gain firsthand experience and a comprehensive understanding of a production process. The Assistant Director may be expected to handle a range of responsibilities depending on both their experience level and the needs of the production and Director.

Essential Job Functions:

- Meeting with the Director to discuss the goals of the production.
- Analyzing the script/libretto with the Director
- Attending Design Meetings and Production Meetings
- Attending all rehearsals and previews
- Taking notes and assisting the Director
- Leading portions of rehearsal when needed

Qualifications:

- Responsible, accountable, adaptable, and dependable
- Good attitude
- Caring, compassionate, considerate and collaborative.
- Ability to effectively communicate and work respectfully with a diverse group of colleagues and artists.

Compensation for the Assistant Director position is \$1,000. Relevant assignments and expectations will vary depending on the experience level of the candidate and the needs of the production.

MTH is an equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender identity, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

How to apply:

Send letter of interest, resume and reference list to:

Emily Shackelford, Artistic Associate at emily@mthkc.com, with the Subject

Line: "Assistant Director".

No phone calls, please.