



Flat Rock Playhouse, the State Theatre of North Carolina, enriches lives through the art of theatre by nurturing talent, inspiring creativity, and encouraging growth.

Founded in 1952 as the Vagabond School of the Drama by the Vagabond Players, this mission builds on the Vagabond legacy of excellence in production, education, life-long learning, and a unique family bond that extends to its community of patrons, supporters, and partners – the Vagabond family spirit.

Flat Rock Playhouse is a 501(c) (3) non-profit charitable organization.

### JOB DESCRIPTION

**Job Title:** Carpenter/Runcrew  
**Salary & Benefits:** \$13.00 per hour (plus overtime after 40 hours)  
Eligible for Insurance and PTO Benefits after 90 days  
Shared, dorm style housing provided  
**Department:** Scenery  
**Reports to (Position):** Technical Director  
**Dates of Employment:** April 14 - October 5, 2025

**SUMMARY:** The Carpenters job is to build the scenery for each production. This includes but not limited to: all carpentry, welding, rigging, load-in and strikes for each production during the season. The Carpenter will also serve on the run crew of most productions. There is potential for cross training in other production disciplines, master classes and professional development opportunities through the season

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Construct scenery in the Scene Shop under the guidance of the Technical Director and the Assistant Technical Director. Participate in shop clean up and organization projects as assigned.
- Participate in load in and strike of shows
- Serve as run crew on assigned productions by executing any cues assigned by the Production Stage Manager, Assistant Stage Manager, Technical Director, or Production Manager. Run crew duties may involve operation of the slip stage or physically moving scenery, but also may involve helping with other necessary tasks backstage.
- Complete required parking shifts during show runs along with other staff as assigned by management
- May assist in other production areas from time to time as availability and skill sets allow.

#### **EDUCATION AND EXPERIENCE REQUIRED:**

- Bachelor's Degree in theatre/related field, or degree in progress preferred.
- Required: High school diploma or equivalent.

#### **SKILLS AND KNOWLEDGE REQUIRED:**

- Basic knowledge of the construction of scenery
- Ability to work well alone or in a group
- Able to work for long hours
- Able to perform basic shop skills (i.e. climbing a ladder, able to lift 50 pounds, able to stand on feet for extended periods of time, etc.)
- Organized and personable

The description of the position in this document is representative and not exhaustive. Regular collaboration



### **Carpenter Job Description (cont.)**

between shops in the production department and the wider organization is expected. Duties and responsibilities may shift with organizational needs.

Flat Rock Playhouse is making every effort for the health and safety of the acting company, volunteers, staff, and patrons following the COVID-19 pandemic. Along with following any Federal, State, and Local mandates, Flat Rock Playhouse encourages full vaccination against COVID-19.

Flat Rock Playhouse strives to create a diverse and inclusive environment. All candidates will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, disability or age. Candidates should demonstrate empathy, flexibility, and a strong commitment to building diverse teams. BIPOC and LGBTQIA+ individuals are encouraged to apply.

*Revised 12/5/24*