JOB TITLE: MUSI13 – Orchestra Stage Manager

DEPARTMENT NAME: School of Music

CONTACT NAME: Linda Sheldon

JOB DESCRIPTION: Responsible for the set-up of all Orchestra rehearsals and concerts (including the dismantling of the set-up at the end of rehearsals and ensuring the University Centre Farquhar stage is tidy and all equipment has been secured. Rehearsals: approximately 1 hour/rehearsal (1/2 hour before and after), 2 rehearsals/week for 25 weeks (Monday and Thursday 3:00-6:00 pm). Concerts: approximately 2 hours/concert (five per year). Training on the facilities at the University Centre Farquhar Auditorium will be provided.

QUALIFICATIONS: Must be punctual, reliable and able to lift heavy equipment. Must be able to work quickly and efficiently under pressure, and be able to meet changing demands as required. Lifting and moving of music stands, chairs, risers, and piano is required for each shift. Hours: weekly rehearsals – 3:00-6:00 pm (Monday and Thursday); concerts – Friday and Saturday evenings as scheduled; dress rehearsals – weekday evenings as required. B.Mus. student preferred. Due to safety regulations, steel-toed boots or shoes and approved work gloves must be worn while performing duties.

JOB LOCATION ON-CAMPUS: School of Music, University Centre Farquhar Auditorium

WORK STUDY WAGE: $14.50/hour (including 4% vacation pay)

DEPARTMENT TOP UP: $0.00

HOURS AVAILABLE: 100

HOW TO APPLY: Cover Letter and Resume to:

Linda Sheldon
Work Study Supervisor
University of Victoria School of Music
musi@uvic.ca

Applicants must be eligible for Work Study Program
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php