



KMC Onstage Production Roles Per Show

**Not required for all productions*

Title	Description	Qty
Director	Develops and executes artistic vision for the show, oversees all creative and practical considerations, works closely with design team, stage manager, and cast to ensure quality and positive experience	1
Assistant Director*	Assists the director with tasks as assigned during rehearsal and production process, may run rehearsals in the director's absence. Depending on the level of experience, the assistant director may be an observational learning position, or may be assigned more specific tasks to assist in accomplishing director's goals.	1
Stage Manager	Responsible for all practical aspects of the production. Keeps notes on all production discussions and decisions, manages audition sign-in and order of auditioners, disseminates communication to the cast, tracks attendance at rehearsals and performances. Stage manager notes any practical needs for rehearsals or productions, such as procuring rehearsal props, costumes, or set pieces, and ensures the production design/build team is aware of needs for performances. Runs performances, opens and closes facility, calls cues during shows.	1
Assistant Stage Manager*	Assists Stage Manager as needed in keeping tabs on practical details of rehearsals and performances. During performances, is present backstage to assist with crew needs and communicate between cast, crew, and SM.	1
Music Director*	For musicals, music director ensures that cast and musicians are fully prepared to perform the music of a piece up to the highest standards possible, in the appropriate style. Music Director assists the director with casting, teaches the cast the music, offers coaching on singing technique, and typically conducts music during rehearsals and performances. When a live band is available, the music director also selects and rehearses with musicians prior to bringing in the band for cast rehearsals (typically 2-3 weeks before opening).	1
Choreographer*	For musicals or plays requiring specialized dance or movement, the choreographer works with the director to develop movement that tells the story of the show. The choreographer assists with casting, designs and teaches dance/movement, and works with the cast to ensure that the actors not only know the choreography, but that they understand and convey the feeling of the story through movement and details.	1+
Intimacy Choreographer*	If required by the show, an intimacy choreographer assists the director and cast in staging intimacy between characters safely, with actor consent and autonomy, in fulfillment of the director's artistic vision for the production.	1
Fight Choreographer*	If required by the show, a fight choreographer assists the director and cast in staging violence between characters safely, with actor consent and autonomy, in fulfillment of the director's artistic vision for the production.	1
Set Designer	Works with the director to design a set that serves both the practical and artistic needs of the production. Works with other production design team members to ensure that the set design, construction, color, and style serve the story. Supervises set construction and scenic design.	1



Costume Designer	Works with the director to design a costume plot that serves both the practical and artistic needs of the production. Works with other production design team members to ensure that the costume design, construction, color, and style serve the story. Supervises costume construction team. Ensures all costumes are ready to wear by first dress/technical rehearsal, supervises any costume changes or alterations needed.	1
Hair/Makeup Designer*	Works with the director and costume designer to design a hair/makeup plot that serves the practical and artistic needs of the production. May be the costume designer, but for shows with complex hair or makeup styles (wigs, period pieces, fantasy, etc) a separate hair/makeup designer may be needed. Teaches actors how to execute required hairstyles/makeup (wigs, elaborate styles, fantasy or prosthetics, etc).	1-2
Lighting Designer	Works with the director to design a lighting plot that serves both the practical and artistic needs of the production. Works with other production design team members to ensure that the lighting design, color, tempo, and style serve the story. Ensures that all light cues are programmed into the board and software by first technical rehearsal. Supervises light board operator(s). For musicals, balances sound between performers' microphones and music (either recorded tracks or live musicians).	1
Sound Designer	Works with the director to design a sound plot that serves both the practical and artistic needs of the production. Works with other production design team members to ensure that the sound design, tempo, and style serve the story. Ensures that all sound cues are programmed into the board and software by first technical rehearsal. Supervises sound board operator(s).	1
Props Designer/Manager	Works with the director to design a properties plot that serves both the practical and artistic needs of the production. Works with other production design team members to ensure that the props serve the story and are practical for the actors to use. Provides rehearsal props to the stage manager if necessary, and ensures all props are ready to use by first technical rehearsal. May pull props from theatre library or construct original pieces.	1-2
Crew Chief*	Supervises run crew during technical rehearsals and performances. Works with stage manager and assistant stage manager to assign run crew tasks and ensure all set changes happen quickly and quietly. (Assistant Stage Manager may take on the role of Crew Chief.)	1
Set Construction Lead	Works with the Set Designer to supervise construction of set. Supervises volunteers and develops and maintains task list in the scene shop to ensure set construction and scenic elements match the color, style, and practical needs of the design as determined by director and set designer. (May also be the Set Designer)	1
Scenic Paint Lead	Works with the Set Designer and Set Construction Lead to select paint colors, styles, and apply scenic painting effects as appropriate for the show. Develops and maintains task list for scenic painting based on volunteer availability and skill level. Teaches scenic painting techniques to volunteers. (May also be Set Designer and/or Set Construction Lead)	1-2
Set Construction Crew	Volunteers who come during open shop hours, or at their preferred time to complete set construction and scenic painting tasks as assigned by task list.	Unlimited



Costume Construction Lead	Works with the Costume Designer to supervise construction and alterations of costumes. Supervises volunteers and develops and maintains task list in the costume shop to ensure costume construction and design elements match the color, style, and practical needs of the design as determined by director and costume designer. (May also be the Costume Designer)	1
Costume Construction Crew	Volunteers who come during open shop hours, or at their preferred time to complete costume construction/alteration tasks as assigned by task list	Unlimited
Spotlight Operator*	If needed, operates the spotlight during tech rehearsals and performances	1
Light Board Operator	Operates the light board during tech rehearsals and performances, executes light cues when called by the Stage Manager	1-2
Sound Board Operator	Operates the sound board during tech rehearsals and performances, executes sound cues when called by the Stage Manager. For musicals, ensures performers' microphones are functioning and balanced with music.	1-2
Run Crew	Backstage crew, quickly and quietly moves sets, set pieces, props, and set dressing on and off the stage as required by the show during technical rehearsals and performances.	2-4
Costume Supervisor*	Typically an ensemble member who takes responsibility for communications between the cast and costume designer of any costume issues. Responsible for laundering costume pieces as needed during dress rehearsals and performance run.	1