JOB TITLE: STAGEHAND

JOB SUMMARY: Assists with set-ins and change-overs for all OSF productions.

Participates on running crews for tech/dress rehearsals, previews, performances of 1-3 shows and strike periods on shows as assigned by Stage Operations Manager.

ESSENTIAL JOB DUTIES:

- 1. Demonstrates a commitment to excellence.
- 2. Actively participates in team building and toward creating a work environment of welcome, support and equal respect so the team can work at the peak of energy, ability and inspiration.
- 3. Efficiently completes and retains knowledge of complex repertory changes on a daily basis.
- 4. Executes repertory change-overs in all OSF theatres as assigned.
- 5. Serves on running crews (scene shift and properties) on OSF productions.

Required Tools:

- 1. Flashlight
- 2. Straight Blade Screwdriver
- 3. Phillips Head Screwdriver
- 4. Awl, drift or another hole centering tool
- 5. Pliers or vice grips
- 6. 1/2", 7/16", and 9/16" ratchet/speed wrench combination
- 7. Crescent or other adjustable wrench
- 8. Coffin Lock Key (provided)

OTHER JOB DUTIES:

- 1. Assists Stage Operations Manager in maintaining all performing, backstage and scenic/prop storage theatre spaces in a safe condition.
- 2. Maintains tool areas in all theatres.
- 3. Performs other duties as assigned by Stage Operations Manager.

RELATIONSHIPS:

Reports To: Stage Operations Manager

Also takes direction from the Stagehand Supervisor and/or Lead Stagehand when the Stage Operations Manager is not present.

Interacts and collaborates with Wardrobe Assistants, Actors, Stage Management Staff, Scenic and Properties Departments. Communication with the Properties Department regarding broken props or the need to re-supply will be done via computer on the "Prop Breakage / Re-order form.

MINIMUM QUALIFICATIONS: (Necessary to the Successful Performance of the Position)

Work Experience: Experience in basic scenic and properties construction; experience in backstage operations including properties set-up, executing show cues and scene shifting helpful.

Machines, Tools, Equipment, Work Aids: Knowledge of metal, wood and painting tools. Must be able to climb ladders and ride personnel lifts. Both of these tools have a maximum load capacity of 300 lbs.

Physical Ability:

Stage Operations has one of the most physically demanding jobs at OSF, with regular lifting of up to 75 lbs. and pushing and pulling forces up to 80 lbs. In addition to the weight requirements, the frequency of lifting, pushing, pulling and bending is very high due to the limited time for changeovers. Due to the high physical nature of the job and high safety incident rate, a preventive measure of job fitness testing has been implemented to validate the physical capabilities of all people working as stagehands.

Asante Occupational Health has developed a 45 minute physical capabilities test. specific to the Stagehand job. All new hires will be required to take the test as a condition of employment, prior to starting work in Stage Operations. All returning stagehands will take the test annually to verify that they have the physical capability to do the work.

New Hire Testing:

- 1. New hires will receive a job offer letter that indicates the job offer is contingent on successful completion of the physical exam and job fitness test. OSF will schedule and pay for the exam and testing.
- 2. Only after test results have been received can the person start working.
- 3. If the fitness testing is not successful, the job offer will be rescinded.

Returning Stagehand Testing:

- 1. Returning stagehands will be tested within the first three weeks of contract return, and they can start work prior to completion of the test.
- 2. If a stagehand has a limitation and does not successfully complete all test components, they will have the option to re-take the test up to two months after the first test. During this two month window, the stagehand will continue to work in the job unless a doctor's restriction is received limiting their ability.
- 3. If a stagehand does not successfully complete the fitness test on the re-test, they will not be allowed to continue work as a stagehand.

Note: The test has been validated in 2008 with all current stagehands. No job consequences will occur for existing stagehands in 2008. The re-test option and requirement for successful completion of the test will be implemented in 2009 for current stagehands.

Other Ability: Ability to maintain a positive work atmosphere by behaving and communicating in a manner that gets along with clients, customers, co-workers and management.

Non-Exempt Position
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Company Members Signature: