

J O B D E S C R I P T I O N



POSITION: PROPS ARTISAN
REPORTS TO: Props Supervisor
DEPARTMENT: Production
COMPENSATION: \$23.00-\$25.00 Hourly
STATUS: Full-Time, Non-Exempt

ABOUT THE POSITION

South Coast Repertory (SCR) is seeking a Props Artisan to join our Prop Shop team, which also includes a Props Supervisor and Assistant Props Supervisor. This role is essential to the fabrication and upkeep of the props for our 9-show season, conservatory productions, and special events. A great fit for this role means you enjoy being a hands-on craftsperson and problem-solving collaboratively with a diverse team of designers. Alongside the rest of the Props team, this position participates in the load-in and strike of props, set dressing, and maintenance for all productions, as well as the organization of props storage and associated prop rentals.

The Props Artisan supports SCR's mission, strategic goals, and Equity, Diversity, Inclusion, and Belonging core values through their commitment to learning and researching new innovative skills/techniques and ensuring authentic and culturally sensitive stories are told onstage through the properties and dressing.

ABOUT THE ROLE

- Build, alter, and maintain props including, but not limited to, hand props, soft goods, furniture, and set dressing as designed or instructed.
- Participate in load-ins, load-outs, restocking work calls of all hand props and set dressing.
- Safely operate hand tools, electric, and pneumatic power tools used in the shop.
- Communicate project progress and estimate hours required for project work with the Props Supervisor.
- Maintain artistic integrity and quality of work based on direction from designers and Props Supervisor.
- Ordering, restocking, and managing inventory of tools, hardware, and materials for the Prop Shop.
- Assist with the daily maintenance and cleanliness of the Prop Shop and associated workspaces and equipment, including cleaning and restocking props and materials from shows/rehearsals.
- Safely operate and follow protocols for use of company vehicles, including completing the mileage log.
- Maintain a detailed understanding of skills for building props and furniture elements: period details and construction techniques.
- Participate in collaborative meetings as scheduled.

ABOUT THE PERSON

Qualities and skills that best serve a Props Artisan may be:

- Preferred 3 years professional prop artisan, crafts, carpentry, or equivalent experience
- Professional experience with prop construction and maintenance
- Knowledge of power and hand tool operation and safety
- Must be self-motivated, able to multi-task, and think creatively
- Interest in learning new techniques and supporting a collaborative environment
- Able to work in a fast paced, professional work environment, and communicate effectively
- Able to work from verbal and written directions, including technical drawings

- Occasional night and weekend availability as needed
- Commitment to equity, diversity, inclusion and belonging and enthusiasm to nurture an anti-racist work culture

DESIRED SKILLS

Technical knowledge or familiarity of skills/tools include:

- | | | |
|--------------------|---------------------------|---------------|
| • Carpentry | • Upholstery | • Welding |
| • Crafts | • Scenic Painting | • 3D Printing |
| • Stitching/Sewing | • Photoshop or equivalent | |

SCR CULTURE AFFIRMATIONS

The Props Artisan serves as an essential contributor to South Coast Repertory's culture and success by embracing these affirmations:

- **I am a leader.** My actions drive the success of SCR by expanding our impact, building community support, and delivering results for our team. I lead by example.
- **I am a collaborator.** I bring my best, contributing my unique skills fully as we co-create our work. Our interdependent team navigates the unknown together.
- **I am an advocate for an inclusive workplace.** I celebrate the contribution of diverse perspectives. I work to create an environment of safety, support and accountability so everyone can thrive.
- **I am a lifelong learner.** I commit to continuous growth – for myself and of others – by staying current in my field and supporting a culture of initiative and innovation.
- **I serve as a representative of SCR.** I embody SCR's mission, vision, and values in all aspects of work.

WORKING CONDITION

Regular tasks of this position may include:

- Standing & walking for 4-6 hours at a time, occasionally outdoors
- Lifting 50-70lbs alone or with assistance
- Pushing/pulling dollies and carts
- Climbing ladders while carrying materials
- Loading furniture and large props into company & rented vehicles
- Operation of company & rented vehicles
- Kneeling, reaching, bending

COMPENSATION

SCR offers a comprehensive compensation and benefits package including a retirement plan with a 2.5% employer match, escalating paid vacation, sick, mental health days and holidays, health benefits including medical, dental, vision, life and long-term disability insurance, complimentary tickets, and paid parking.

TO APPLY

To be considered, please submit a resume, three references, and a portfolio or cover letter to jobs@scr.org.

ABOUT THE COMPANY

Tony Award-winning South Coast Repertory, founded in 1964, is led by Artistic Director David Ivers and Managing Director Suzanne Appel. While its productions represent a balance of classic and modern plays and musicals, SCR is renowned for its extensive new-play development program—The Lab@SCR—which includes one of the nation's largest commissioning programs for emerging, mid-career and established writers. Of SCR's more than 500 productions, one-quarter have been world premieres. SCR-developed works have garnered two Pulitzer Prizes and eight Pulitzer nominations, several Obie Awards and scores of major new-play awards. Located in Costa Mesa, Calif., SCR is home to the 507-seat Segerstrom Stage, the 336-seat Julianne Argyros Stage and the 94-seat Nicholas Studio.

SCR is a proud equal opportunity employer, embraces diversity and is committed to creating an inclusive environment for all employees.