

Cortland Repertory Theatre is accepting resumes for the **Backstage Crew** positions for our 2025 summer season. CRT is a professional theater located in Cortland, New York. The theatre is an intimate 250 seat venue with a three-quarter round thrust stage, located on the second floor of the national historic Little York Pavilion in Dwyer Park (Preble, NY).

Our 2025 summer season will run from May 20 - August 17. Shows include My Fair Lady, Last Romance, Escape to Margaritaville, Wait Until Dark, and Disney's Beauty and the Beast, plus one or two other special events.

CRT hires up to two backstage crew members to assist with the running of the shows. Under the guidance of a Professional Stage Manager and Assistant Stage Manager, the crew person will help with props, scene changes, costume changes and other similar duties during the run of a show.

A weekly stipend of \$225 is provided. The crew member is responsible for their own transportation to and from the Little York Pavilion.

Please submit a resume showing relevant theater experience along with a short cover letter explaining why you would be a good candidate for this position. Please email resumes and cover letters to Eric Behnke, production manager at production@cortlandrep.org. Please put "Backstage Crew" in the subject line of the email. PDF versions of your resumes and cover letter are preferred. NO PHONE CALLS, please.

At Cortland Repertory Theatre (CRT), a diverse, inclusive, and equitable organization is one where all employees and volunteers feel valued and respected whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, or disability. We are committed to a nondiscriminatory approach and provide equal opportunity for employment and advancement in all our productions, departments, programs, and volunteer opportunities. We respect and value diverse life experiences and heritages and ensure that all voices are valued and heard. We are committed to maintaining an inclusive environment with equitable treatment for all. We are further committed to considering applicants who are well-rounded but do not fulfill every qualification.

Responsibilities include:

- Attend one full run-thru of assigned shows in the rehearsal hall prior to tech. The rehearsal hall is located at CRT Downtown. (24 Port Watson St, Cortland)
- Attend and participate in all technical rehearsals for assigned shows. Technical rehearsals are daytime and evenings of Sunday thru Tuesday of tech week and located at the Little York Pavilion.
- Participate in backstage duties as assigned and within capabilities for all performances of assigned productions.
- Assist in the updating of show-related paperwork.
- Maintain a positive, safe, and smooth-running backstage environment.
- Assist in the overseeing of safety and well-being of all employees.

Candidates should have:

- At least 1-2 years of theater experience in high school or other theater organizations is preferred.
- Have excellent organizational, time management and communication skills.
- The ability to work efficiently and gracefully under pressure, and as a team player.

SCHEDULE:

Hello, Dolly! (For this show, the schedule can be flexible around school schedules)

Tech Rehearsal: June 1 – 3: approx. 9am-11pm

Performances:

June 4 @ 7:30

June 5 @ 7:30

June 6 @ 2:00 & 7:30

June 7 @ 7:30

June 8 @ 2:00

June 10 @ 2:00 & 7:30

June 11 @ 2:00 & 7:30

June 12 @ 7:30

June 13 @ 7:30

Arrival time for performance is TBD, but probably one (1) hour prior to showtime. You will be done roughly 30min after the show ends.

The Odd Couple

Tech Rehearsal: June 15 – 17: approx. 9am-11pm

Performances:

June 18 @ 7:30

June 19 @ 7:30

June 20 @ 2:00 & 7:30

June 21 @ 7:30

June 22 @ 2:00

June 24 @ 2:00 & 7:30

June 25 @ 2:00 & 7:30

June 26 @ 7:30

June 27 @ 7:30

Arrival time for performance is TBD, but probably one (1) hour prior to showtime. You will be done roughly 30min after the show ends.

The Wedding Singer

Tech Rehearsal: June 29 – July 1: approx. 9am-11pm

Performances:

July 2 @ 7:30

July 3 @ 7:30

July 4 @ 2:00 & 7:30

July 6 @ 2:00

July 8 @ 2:00 & 7:30

July 9 @ 2:00 & 7:30

July 10 @ 7:30

July 11 @ 2:00 & 7:30

Arrival time for performance is TBD, but probably one (1) hour prior to showtime. You will be done roughly 30min after the show ends.

Murder for Two

Tech Rehearsal: July 13 – 15: approx. 9am-11pm

Performances:

July 16 @ 7:30

July 17 @ 7:30

July 18 @ 2:00 & 7:30

July 19 @ 7:30

July 20 @ 2:00

July 22 @ 2:00 & 7:30

July 23 @ 2:00 & 7:30

July 24 @ 7:30

July 25 @ 7:30

Arrival time for performance is TBD, but probably one (1) hour prior to showtime. You will be done roughly 30min after the show ends.

Little Mermaid

Tech Rehearsal: July 27 – 29: approx. 9am-11pm

Performances:

July 30 @ 7:30

July 31 @ 7:30

August 1 @ 2:00 & 7:30

August 2 @ 7:30

August 5 @ 2:00 & 7:30

August 6 @ 2:00 & 7:30

August 7 @ 7:30

August 8 @ 7:30

August 9 @ 7:30

August 10 @ 2:00

August 12 @ 2:00 & 7:30

August 13 @ 2:00 & 7:30

August 14 @ 7:30

August 15 @ 7:30

Arrival time for performance is TBD, but probably one (1) hour prior to showtime. You will be done roughly 30min after the show ends.

****NOTE ALL DAYS & TIMES SUBJECT TO CHANGE****
A final schedule will be provided closer to the summer.