



Seattle

GENERAL INFORMATION

Position Title: Backstage Manager - Substitute

Pay Status: Non-Exempt

Job Status: Part-time

Reports To: Production Stage Manager

Employer: TZZ LLC (dba Teatro ZinZanni)

Start Date: Oct. 2023

Compensation \$25-\$32 DOE Hourly

SUMMARY:

Teatro ZinZanni presents a fully integrated evening of entertainment which includes cirque artists, European cabaret, contortionists, jugglers and illusionists with live music and a fabulous multi-course meal.

The smooth operation of Teatro ZinZanni is based on teamwork and the shared responsibility of sales, production and service staff. Our success is determined by the integration of excellent customer service from ticketing to night of show, quality of the show and seamless food and beverage operations.

Teatro ZinZanni's newest show will be performed at our residency in Seattle at the Lotte Hotel. This one-of-a-kind run of performances brings together two iconic Seattle brands during Teatro ZinZanni's 25th anniversary year, promising an opulent, world-class extravaganza in the breathtaking setting of the hotel's largest venue, the Grand Ballroom in The Sanctuary. The Teatro ZinZanni dinner and show experience will open this Fall and run into 2024.

POSITION SUMMARY

At every step of the guest experience from first contact to follow through, we work to embody Teatro ZinZanni's core values of collaboration, excellence, enthusiasm, and joy. The Backstage Sub replaces either of the Backstage Managers when they are not at the show. Assists the Stage Manager in all rehearsals, performances, and administrative tasks as assigned.

ESSENTIAL FUNCTIONS

Responsibilities and Duties:

- Replaces either of the Backstage Managers when they are not at the show
- Assists the Stage Manager in all rehearsals, performances, and administrative tasks as assigned
- Take rehearsal notes and show notes to provide the SM at the end of each night
- Oversees performers backstage
- Communicates show needs and changes between production and restaurant
- Collaborates with SM, Cast, Band and all Production Departments in logistics pertaining to all performance needs
- Sets and maintains rigging, scenery, props, and equipment
- Manage backstage duties during performances including, but not limited to, prop setting and striking, artist assistance, quick change assistance, and moving floor lights
- Execute emergency repairs to props as needed
- Shop for props as needed as well as purchase backstage supplies and equipment
- Create, maintain, and distribute daily Restaurant Crew Moves on white erase board
- With the full time Backstage Manager, maintains pre-show, running, and post show paperwork
- Clean, organize and maintain backstage and prop areas for performance and storage.
- Assists performers during training, rehearsals, and shows as required
- Attend server meeting to discuss show duties and notes
- With SM, maintain and update Production Notes, following up with departments in order to facilitate completion of Production Notes
- Collaborates with other Backstage Manager(s) to organize all hand props and scenery pertaining to all CORE shows, Matinees, and events.
- Maintain safety conditions and help run emergency procedures in the tent during performances.
- Interact professionally with guests concerning show needs
- Other tasks as needed by the Backstage Managers, Stage Manager, or Production Stage Manager

JOB QUALIFICATIONS

Essential minimum skills, education, and experience:

- 2 years professional stage crew experience
- Excellent organizational skills
- Patient
- Calm presence
- Works well collaborating with people
- Ability to lead others
- Excellent eye for detail
- Knowledge of technical production
- Ability to articulate and communicate problems
- Exceptional hand-eye coordination, fine, and gross motor skills
- Basic computer knowledge in Word and Excel
- Able and willing to work additional hours
- Able to lift 50 lbs.
- Able to work in confined spaces
- Comfortable working on a ladder or in a lift

WORKING SCHEDULE/ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Fast-paced, complex theatrical environment incorporating a 285-seat fine dining restaurant.
- Back Stage Manager Substitute position requires good organizational skills, memory, and the ability to respond to changing demands as needed.
- The atmosphere includes loud noise, bright lighting and strobe lights.

Primary schedule of Tuesday through Sunday, or Wednesday through Sunday as well as added shifts for Matinee or special events. (Schedule will vary according to the show calendar).

Works in a performance tour environment. Position deals directly with the cast, band, and restaurant staff and customers. This Sub will work during the early rehearsal period to learn the show and then have regular dates for replacing either Backstage Manager

Basic workday is: 3:30pm to 11:00pm with some flexibility for added or subtracted performance or work calls. Matinee calls are typically 9:30am to 3:30pm.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this Job, the employee is regularly required to use hands to handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, and talk or hear.
 - The employee is required to stand and walk during most of the shift
 - The employee must frequently lift and carry up to 40 pounds.
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TZZ LLC (hereinafter "Teatro ZinZanni" or "Company.") IS AN EQUAL OPPORTUNITY EMPLOYER. We believe every employee has the right to work in an environment that is free from all forms of unlawful discrimination. Consistent with applicable laws, Teatro ZinZanni makes all decisions involving any aspect of the employment relationship without regard to race, color, sex, pregnancy, creed, religion, age, marital or nursing mother status, national origin, ancestry, citizenship, the presence of any disability (sensory, mental, or physical), medical or genetic information, military or veteran status, sexual orientation, gender identity, gender expression, or any other status or characteristic protected by applicable local, state, or federal law. Discrimination and/or harassment based on any of those factors are inconsistent with our philosophy of doing business and will not be tolerated. This policy of non-discrimination applies to all aspects of recruiting and employment, including compensation, benefits, advancement, transfers, and reductions in force. PLEASE CONTACT THE COMPANY YOU NEED ASSISTANCE COMPLETING THIS APPLICATION OR TO OTHERWISE PARTICIPATE IN THE APPLICATION PROCESS.

How to apply:

Please send a cover letter and resume in PDF format to: production-jobs@zinzanni.com.