

# CAL SHAKES

**Position Description**  
**Shop Assistant**  
**Seasonal, Non-Exempt Employee**

## **About California Shakespeare Theater**

California Shakespeare Theater is an award-winning, nationally recognized regional theater, with offices in Berkeley, an outdoor main stage performance venue in Orinda, and community programs throughout the Bay Area. Cal Shakes expands access to and relevance of the arts by fostering a participatory culture among a diversity of audiences, artists, and learners throughout the Bay Area.

## **Our Mission**

Cal Shakes redefines the classical theater for the 21st Century, making works of extraordinary artistry that engage with our contemporary moment so we might learn about ourselves and each other in the fullness of our world.

## **Equity, Diversity, and Inclusion Statement**

At Cal Shakes, we believe that equity is a practice. Our actions--both onstage and off--can have a positive social impact by exposing oppression, addressing historic injustices, and showing how power can be transformed and shared in different ways. We endeavor to dismantle systemic bias by actively including, reflecting, and creating opportunities for our diverse Bay Area communities. We recognize that this work is ongoing and often imperfect, but we are committed to facilitating respect for the many facets of the human experience.

## **Position Description**

California Shakespeare Theater is seeking an entry level Shop Assistant for our 2018 season. An ideal candidate will have interest in gaining skills and experience in one or more of the following areas: Props, Carpentry, or Painting.

**Time Commitment:** Up to 40 hours per week

**Duration:** 3-5 months between May and September

**Supervision:** Carpenters report to the Shop Foreman and Master Carpenter.

**Compensation:** Paid at the prevailing minimum wage.

## **Qualifications**

You are an ideal candidate if you:

- Share a respect for a diversity of backgrounds and voices.
- Have good verbal communication skills.
- Be punctual and detail-oriented.
- Follow equipment safety procedures, always.
- Be timely with all projects but do not rush.
- Be able to work independently and in a team setting.
- Be able to lift 25-50 pounds.
- Be comfortable working at heights.

## **Special Environmental Factors:**

- Variable schedule, some evening and weekend hours.
- Theater is open-air with extended standing and walking on uneven surfaces.
- Work at the theater includes exposure to sunlight, and hot and cold weather for extended periods of time.
- Open office environment, frequent interruptions, background noise

**This position will remain open until filled.**

**Please email cover letter and résumé to:**

**Steven Schmidt, Technical Director**

[sschmidt@calshakes.org](mailto:sschmidt@calshakes.org) (with "Shop Assistant" in the subject header)

\* California Shakespeare Theater has an inclusive work environment and actively embraces a diversity of people, ideas, talents, and experiences. We highly encourage people of color, individuals with disabilities, and other historically underrepresented groups in our community to apply.