

# POSITION AVAILABLE: PROP SHOP SUPERVISOR

Peninsula Players Theatre in Door County, WI, America's oldest professional resident summer theatre, celebrates the 90<sup>th</sup> season in 2025. Peninsula Players Theatre is a professional Equity company that performs in an all-weather open-air theatre along the scenic shores of Green Bay in beautiful Fish Creek, Wisconsin. Visit [www.peninsulaplayers.com](http://www.peninsulaplayers.com) to learn more about the theatre-in-a-garden and its exciting company atmosphere.

## **Job responsibilities:**

- Lead team to create Properties & Set Dressing for each production, in conjunction with Scenic Designer
- Supervise Prop Shop Assistant and Props Intern through all phases of process
- Creation of and management of Props Budget, in collaboration with Production Manager
- Manage purchasing of any items needed (in-store and online shopping)
- Manage props load-in and strike for each production
- Attend run throughs, and production meetings as necessary
- Manage general maintenance of the shop and show maintenance through the run
- Evening show duties are assigned as each show demands. These include helping in our patron parking lots, ushering, bartending, concessions, etc.

## **Skills:**

- Ability to supervise and lead a team
- Intermediate Photoshop skills
- Creation of paper props
- Both rough and finish carpentry skills, including furniture building and molding/trim
- Simple scenic painting skills
- Intermediate sewing skills
- Advanced research skills
- Simple rigging skills
- Ability to solve problems efficiently, excellent time management skills in a fast paced environment
- Ability to lift up to 50 lbs
- Computer proficiency: word processing and spreadsheet skills
- 1+ Years professional experience in similar environment
- Understanding of theatrical practices
- Ability to collaborate with designers
- Team-oriented attitude
- Excellent verbal and written communication

## **Additional desired skills:**

- Welding
- Advanced upholstery
- Sculpting

Staff arrival date on campus is May 18th, 2025. Departure date is either after the fifth show opens on September 4th, or after the final production closes and the property is closed down on October 21st.

The rate for this position is \$775 per week. Travel stipend provided. All positions are housed on property, at no cost. Meals are provided at a cost of \$85/week.

Peninsula Players Theatre is an equal-opportunity employer.

To apply, please email a cover letter, resume, and contact information for three references to:  
**[production@peninsulaplayers.com](mailto:production@peninsulaplayers.com)**