

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Interested in any of the roles listed below? Email TRCP Production at:

trcp.spongebob@gmail.com

All roles are volunteer.

Filled	Role	Time Commitment	Responsibilities
	Assistant to the Director / Go-fer	Multiple rehearsals and cast/crew meetings, Tech Week, Performances, set strike	Working with the Director; be available for miscellaneous production needs including running notes during performances, helping with organizing paperwork, running errands, obtaining quotes or items for production use. This is not an Assistant Director role.
	Box Office		
	Cast Accolades Coordinator	1-2 pre-production meetings, time to prepare sales area and procure items, Dress Rehearsal and Performances. Post production responsibilities.	Working with the Director and House Manager (as needed); help develop and implement a cast accolade station and delivery system allowing theater patrons the ability to purchase and send notes and small gifts to cast and crew. May involve procuring supplies to build and sell, either through donation or purchase. Post production: Coordinate tear down of station, provide accounting, return items.
	Cast Accolades Valets	Dress Rehearsal and Performances. Post production.	Working with the Cast Accolades Coordinator; assist theater patrons with notes and gifts; help deliver notes and gifts to cast and crew, may also be ushers. Post production responsibilities as assigned.
	Craft Services	1-2 hours per week; may increase hours per week to support all company meals	Working with the Director; set up and maintain a snack table for rehearsals; procure items for snack table, by donation or within budget; procure volunteer help as needed, help plan, set up and clean up all company meals (dark night, tech week, opening night)
	Director, Assistant	Multiple pre-production meetings, all rehearsals, Tech Week, Performances, crew and production meetings as needed, set strike	Working with the Director; support vision, perform multiple administrative tasks as assigned, prep rehearsal area for rehearsal, monitor rehearsals for blocking and line mistakes, fill in for missing actors...may also be Stage Manager

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Filled	Role	Time Commitment	Responsibilities
	Director, Vocal/Music	1-2 pre-production meetings, Multiple rehearsals; intensives/cast 1:1s as needed	Working with the Director; review vision and teach vocals/music cues to cast and ensemble. Aid in developing rehearsal schedules. Monitor during rehearsal to maintain consistency. Provide 1:1 rehearsals as needed.
	Ensemble Wrangler	1-2 rehearsals, Tech Week, Performances, set strike	Working with the Stage Manager and Director; monitor ensemble; provide information; coordinate ensemble and prep for cues during production; aid in coordinating ensemble during set strike...May also coordinate with the Ensemble Wrangler. May be a member of the cast.
	Fabricators	Variable, depending on set/prop needs	Working with the Director, Prop Master, Set Construction Head, etc...craft, paint, assemble miscellaneous production pieces. Needs and instructions will be announced – if you have time and are willing to “get your hands dirty” this may be a good role for you!
	Hair / Make-Up Supervisor	1-2 pre-production meetings, multiple Mid/Late XXX Rehearsals, Tech Week, Performances, crew and production meetings as needed. Post production/set strike.	Working with the Director; help develop, source product and implement hair and make-up concepts for production based on Director’s vision; aid cast/ensemble with basic application instruction, overall look and touchups. Provide direction and apply product for more difficult hair and make-up concepts. Coordinate with Wardrobe Coordinator / Dresser as needed. Postproduction: aid in cleaning and returning borrowed items and returning company supplies to storage.
	Hair Assistant(s)	Multiple Mid/Late XXX Rehearsals, Tech Week, Performances, crew and production meetings as needed. Post production/set strike, as needed.	Working with the Hair / Make-Up Supervisor; aid cast/ensemble with hair styling, including, but not limited to, overall look and touchups. Post production responsibilities as assigned.
	Haulers, truck and/or trailer	On call, based on production needs	Coordinating with the Director, Head Set Construction and/or other production team members; provide vehicle/trailer and driver for moving items for the production. For example: set pieces and/or supplies for set building.
	Haulers, people power	On call, based on production needs	Coordinating with the Director, Head Set Construction and/or other production team members; provide time and muscle for moving items for the production. For example: set pieces and/or supplies for set building.

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Filled	Role	Time Commitment	Responsibilities
	Lights, Tech	Multiple Mid/Late XXX Rehearsals, availability for crew work/light placement, Tech Week, Performances, crew and production meetings as needed. Post production/set strike, as needed.	Run lights during the production. Post production responsibilities as assigned.
	Make-Up Assistant(s)	Multiple Mid/Late XXX Rehearsals, Tech Week, Performances, crew and production meetings as needed. Post production/set strike, as needed.	Working with the Hair / Make-Up Supervisor; aid cast/ensemble with make-up needs, including, but not limited to overall look and touchups. Post production responsibilities as assigned.
	Marketing Help / Runner(s)	As needed; 1-2 hours per week	Working with the Director and Marketing and Promotions Coordinator to aid in promotion of the production. Including, but not limited to printing pick-ups, delivery, and distribution of marketing materials to sponsors and various locations. Occasional research and sourcing of quotes. Occasional development of marketing materials.
	Minor Wrangler	Multiple April/May Rehearsals, Tech Week, Performances, cast/crew meetings as needed. Set strike.	Working with the Stage Manager and Director; monitor minor cast members during production; provide information as needed to guardians, aid minor cast members with general needs before during and after performances. Ensure minor cast members are in place for entrances, etc... Aid in coordinating minors (and parents) during set strike. May also coordinate with the Ensemble Wrangler. May be a member of the cast.
	Painter, Charge/Head		
	Painter(s)	1-2 pre-production meetings, time to obtain materials, time to paint flats/set backdrops as needed	
	Photoshop Guru	1-2 production meetings, time to make requested items	Working with the Director, Set Construction Head, Puppeteer and Stage Manager; manipulate photos onto clip art as requested. The majority of this position's responsibilities can be handled via email.

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Filled	Role	Time Commitment	Responsibilities
	Prop Master / Mistress	1-2 production meetings, Multiple April/May Rehearsals, cast/crew meetings as needed. Post production/set strike	Working with the Director; review prop list for production, aid in prop procurement, monitor props pre/post performances to ensure correct location, etc...May also be asked to coordinate with Stage Manager. May be asked to coordinate with Fight Choreographer to provide safe handling and storage of weapons. Post production: aid in returning borrowed props and returning props to storage.
	Remote Control Coordinator	1-2 production meetings, Multiple July Rehearsals, Tech Week, Performances, cast/crew meetings as needed	Working with the Director and Puppeteer; develop or aid in obtaining/providing contacts for miscellaneous pieces for the production; provide instruction for use; provide training for cast and crew as needed; fabricate items as needed; optional: participate in production
	Set Construction Head	1-2 pre-production meetings, time to prepare/build set pieces, cast/crew meetings as needed. Post production/set strike	Working with the Director, Set Construction Help and Set Dresser; develop, build, or obtain/provide contacts for miscellaneous supplies and large pieces for the production; provide instruction for use; provide training for cast and crew as needed; coordinate (with Director) days/times for cast/crew build days. Deadlines for completion will be coordinated with the Director. Post production: aid in set tear down/strike and returning borrowed set and returning set to storage.
	Set Construction Help	1-2 pre-production meetings, time to prepare/build set pieces, cast/crew meetings as needed	Working with the Director, Set Construction Head and Set Dresser; develop, build, or obtain/provide contacts for miscellaneous large pieces for the production; provide instruction for use; provide training for cast and crew as needed; attend cast/crew build days/times
	Set Dresser / Finisher	1-2 pre-production meetings, time to obtain materials and add items to set, cast/crew meetings as needed	Working with the Director, Set Construction Head and Stage Manager; develop, fabricate, or obtain/provide contacts for miscellaneous supplies and pieces for the production; provide instruction for use/placement on set; provide training for cast and crew as needed; coordinate (with Director) days/times for cast/crew build days. Deadlines for completion will be coordinated with the Director.

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Filled	Role	Time Commitment	Responsibilities
	Sound, Audio Tech	Multiple Mid/Late XXX Rehearsals, availability for crew work/light placement, Tech Week, Performances, crew and production meetings as needed. Post production/set strike.	Working with the Sound Design Team; run sound needs backstage during the production. Post production tasks as assigned.
	Sound, Playback	Multiple Mid/Late April/Early May Rehearsals, availability for crew work/sound cues, Tech Week, Performances, crew and production meetings as needed. Post production/set strike.	Working with the Director and Sound team; run sound (FX and music) during the production. Post production tasks as assigned.
	Stagehand(s)	Multiple Mid April/May Rehearsals, Tech Week, Performances, cast/crew meetings as needed. Post production/set strike.	Working with the Stage Manager and Director; aid with general backstage needs before, during, and after performances. Including, but not limited to: microphone help, set and prop scene changes, providing information to cast for time calls, etc... Post production tasks as assigned.
	Stage Manager	Multiple Mid April/May Rehearsals, Tech Week, Performances, cast/crew meetings as needed, set strike	Working with the Director; help develop backstage set/prop/company movements to achieve production vision. Obtain stagehands/tech crew as needed. Coordinate production with multiple production crew (company, stagehands, tech, etc...). Call Tech cues during performances, as needed. Assign a Deputy Stage Manager, as needed. Work with Ensemble Wrangler for ensemble coordination. Work with Minor Wrangler to ensure a fun and safe experience for minors in the company...may also be Assistant Director. Aid in coordination of set strike activities.
	Tech Assistants	Multiple Mid April/May Rehearsals, Tech Week, Performances, cast/crew meetings as needed. Post production/set strike.	Working with the Director and the Light/Sound Designer; help run light and sound for the production. Post production tasks as assigned.
	Ushers	Preshow meetings ½ hour before doors open and performances: early May Assist with Cast Accolades, if needed	Working with the Director and House Manager to guide patrons and answer questions as needed (bathrooms, playbills, refreshment costs, cast accolades, etc...) Also, monitor the house for recordings, flash photography and unruly patrons. Dress code: black pants and a white shirt are appreciated.

Production Crew Opportunities
The SpongeBob Musical
TRCP – Spring 2026

Filled	Role	Time Commitment	Responsibilities
	Videographer	Multiple Rehearsals, Tech Week, Performances, cast/crew meetings and work days as needed	Working with the Director and Marketing and Promotions Coordinator to aid obtaining video to support the production. Including, but not limited to, a performance for cast use, rehearsals...
	Wardrobe Assistant(s)	1-2 pre-production meetings, time to obtain materials, time to attend cast/crew meetings as needed, multiple Mid April/May Rehearsals, Tech Week, Performances, additional rehearsals and cast meetings for fittings, etc...as needed. Post production/set strike.	Working with the Wardrobe Coordinator / Dresser; help develop, source/provide contacts for product and implement wardrobe concepts for production based on Director's vision; aid cast/ensemble with basic costuming instruction. Work with cast/dressers during performances to aid in costume changes. Coordinate with Hair / Make Up as needed. Post production tasks as assigned.
	Wardrobe Coordinator / Dresser	1-2 pre-production meetings, time to obtain materials, time to attend cast/crew meetings as needed, multiple April/May Rehearsals, Tech Week, Performances, additional rehearsals and cast meetings for fittings, etc...as needed. Post production/set strike.	Working with the Director; help develop, source/provide contacts for product and implement wardrobe concepts for production based on Director's vision; aid cast/ensemble with basic costuming instruction. Work with cast/dressers during performances to aid in costume changes. Coordinate with Hair / Make Up as needed. Manage (and obtain, as needed) Wardrobe Assistant(s). Post production: Aid in cleaning and then returning borrowed items and returning company wardrobe to storage.