Production Stage Manager / Caller (m/f/d)
Full-time, fixed-term position (48 hours/week)

Do you have extensive experience in organising and coordinating stage and production operations, are you confident managing communication between the stage, technical departments and production, and do you keep a clear overview in dynamic live situations? Then join our team at **System Provider Eventmanagement GmbH** and support a major musical production on tour.

YOUR RESPONSIBILITIES

- Take overall responsibility for show calling during rehearsals and performances using the current Caller Book; document and follow up on issues, deviations and incidents
- Take overall responsibility for the coordination of Stage Management operations and ensure a professional and smooth production process
- Create, coordinate and continuously update rehearsal, sign-in, weekly and running schedules; prepare and maintain the Caller Book
- Ensure the smooth running of rehearsals, technical rehearsals and performances in close collaboration with the Creative Team
- Document rehearsals and performances on a daily basis, including performer entrances, scene sequences, cues, costume changes and relevant updates
- Record, document and follow up on audience reactions, artistic processes and activities onstage and backstage; communicate relevant information systematically to the Creative Team and technical departments
- Act as the central point of contact and work closely with all departments involved, particularly Technical Management, Stage, Lighting, Sound, Video, Costume, Make-up and Props, to ensure the smooth running of performances
- Plan and coordinate rehearsal schedules in close consultation with Technical Management, Company Management, the Resident Director and the relevant departments; prepare and distribute the weekly schedule in a timely manner
- Coordinate and participate in rehearsals, technical rehearsals, costume rehearsals, understudy rehearsals and other production-related sessions
- Coordinate and monitor technical and organisational production processes; ensure that all relevant departments receive information about changes and important updates in a timely manner
- Organise and manage all Stage Management documentation, working materials, schedules and records; ensure structured and secure storage
- Document and follow up on technical, organisational and artistic changes; communicate them to the relevant departments
- Coordinate and resolve short-notice changes, disruptions and issues during rehearsals and performances in a solution-oriented manner
- Ensure compliance with all applicable health, safety and production regulations

YOUR PROFILE / QUALIFICATIONS

- Several years of professional experience as a Show Caller / Stage Manager in a professional theatre or live production environment
- Experience in musical theatre, theatre and/or touring productions
- Good general understanding of technical and scenic processes in live entertainment
- Experience leading and coordinating a Stage Management team
- Flexible working hours
- Highly resilient and able to remain calm under pressure
- Excellent teamwork skills and a strong ability to work with a wide range of departments
- Proactive, structured and forward-thinking approach to work
- Strong problem-solving skills combined with a calm and positive attitude
- Excellent communication skills and fluency in German and English
- Musical training and ability to read musical scores
- Experience creating and maintaining Caller Books, planning rehearsals and documenting production processes

WHAT WE OFFER

- Competitive salary including night, Sunday, and public holiday premiums
- Per diems based on experience and qualifications
- Paid overtime
- All travel and accommodation expenses fully covered
- A professional, supportive team and work environment
- Opportunities for skill development
- A unique touring experience with an internationally beloved show

READY TO JOIN US?

We'd love to hear from you!
Please send your application (CV, references, and certificates as a PDF) to:
julia@system-provider.com
www.system-provider.com

system provider