

ASSISTANT PROPERTIES ARTISAN

The Properties Assistant facilitates the work of the Properties Artisan.

Prerequisites for Assistant Properties Artisan:

- Must have shadowed*/otherwise participated in a previous production
- Strongly suggested classes: Foundations of Design, Properties Design & Construction

Responsibilities

- Contact faculty design advisor at the beginning of the semester to schedule regular meetings
- Familiarize yourself with Design Process Expectations; know all design deadlines
- Read the script and communicate with the Props Artisan to understand their intentions and ask questions
- Assist the designer in their research
- Help organize props and to prepare prop cabinets/tables
- Keep track of production deadlines
- Assist in prop sourcing, creation, and tracking
- Take notes during production meetings and tech rehearsals and share these notes with the designer
- Help monitor/participate in the realization of props

Participation

- Weekly production meetings
- Periodic meetings with the Director and Scenic Designer
- A minimum of two run-through rehearsals to better understand prop usage
- Technical rehearsals
- Strike

Any release from these assigned tasks must be approved by the faculty advisor in advance.

***Shadowing** (*may be waived with consent of supervisor*)

Shadowing a production allows students to be in the room during discussions, take on minor responsibilities, and get the sense of a Harper Joy Theatre Production without any prerequisites or experience. To shadow during a production, contact the designated Faculty Advisor.