

## Assistant Stage Manager (All-Abilities Theatre)

**Days:** Tuesdays & Thursday 5:00 - 8:00pm and Sundays 2.30 - 7:00pm (May - August)  
Tech week/Shows: 14 - 31st August, 2025

**Contact Person/Reports to:** Co-Stage Managers, Production Manager, Executive Producer

### Overview:

Stars and The Moon is Melbourne's only not-for-profit, all-abilities musical theatre company. We offer equal opportunities for performers with disabilities to take the stage and shine in high-quality theatre productions. To achieve this, we pioneered the *Castmate Model*, where two or more performers collaborate to explore a role/performance together. At least one of these performers must identify as neurodivergent and/or living with a disability.

As the ASM you will work closely with the SM to:

- Ensure rehearsals run smoothly and to time
- Help create an environment in the rehearsal room to ensure everyone (creatives and cast) can do their best work
- Keep track of costumes and set lists etc.
- Use ShowTrack technology to record the blocking of the onstage action
- During Tech and Production week you will be responsible for managing the backstage crew and their track for the show. As well as helping with scene transitions etc.

What you'll bring to the role:

- Passion in the theatre environment
- Ability to think on your feet and work in a fast paced environment
- Patience and able to stay calm under pressure
- Previous experience in either an ASM or SM role (not required but strongly desirable)
- Previous experience working within the disability sector (not required but desirable)

### Apply:

If you think you are the perfect candidate for this role and want to become involved in an engaging and uplifting organisation, please send through your cover letter and curriculum vitae to [lauren@starsandthemoon.org](mailto:lauren@starsandthemoon.org)