



Job Posting

TITLE: Music Assistant

AVAILABLE: August 16, 2021

POSITION ANNOUNCEMENT: Madison Opera seeks a part-time music assistant for the 21/22 season to work on all production needs that directly involve musical scores.

PRIMARY DUTIES:

- Obtain scores and distribute as needed, whether full scores of an opera, sets of recital music, or chorus music parts. Assist with cut list creation and distribution.
- Create and edit supertitles, working in tandem with General Director. During tech week, attend rehearsals to focus on any needed changes for the following night.
- Manage Madison Opera's library of scores and recordings.
- Additional projects as assigned by General Director.

SCHEDULE: Hours are based on Madison Opera's production calendar, ranging from a couple hours a week during quiet periods to every evening during a performance week. Schedule is flexible outside of certain production-specific dates.

QUALIFICATIONS:

Required:

- Ability to read music fluently
- Strong organizational skills with a great attention to detail
- Ability to prioritize multiple projects and work under pressure
- Willingness to learn and be proactive
- Ability to lift up to 20 pounds.

Ideally:

- Basic knowledge of at least one foreign language
- Basic knowledge of opera

COMPENSATION: \$15/hour plus parking benefits.

TO APPLY: Send cover letter and resume by July 15 to fenster@madisonopera.org. No phone calls, please.