

Stage Assistant

Your role

As a Stage Assistant, you are part of the **action behind the scenes!** Your job is to support the Stage Manager and performers so that every show runs smoothly and on time. You'll be stationed at a specific stage for your entire shift, helping with performer transitions, equipment setup, and audience engagement.

Key responsibilities

- > **Work under the Stage Manager's direction** to support performance delivery.
- > **Assist with green room access and cleanliness** for performers.
- > **Help keep the event schedule on track**, including performer stage transitions.
- > **Report any issues** raised by performers or patrons to the Stage Manager.
- > **Communicate stage running times** with performers as directed by the Stage Manager.
- > **Respond to emergency announcements** as directed by event organisers.
- > **Assist with crowd control and audience engagement** near the stage.
- > **Support performers and sound engineers** with audio equipment and props.
- > **Assist performers during bump-in and bump-out** for smooth transitions.

Getting started

1. **Check in** at the Volunteer Hub.
2. **Head to your assigned stage** and introduce yourself to the Stage Manager and Sound Engineers.
3. **Familiarise yourself with the stage layout** and green room location.
4. **Confirm your role tasks** with the Stage Manager before performances begin.

Tools you'll have

- > Guidance from the **Stage Manager**.
- > Access to green room supplies and stage equipment.
- > Support from sound engineers for technical setup.

Helpful tips

- > **Stay calm and positive:** Performers may feel stressed during quick turnarounds.
- > **Ask if unsure:** Always check with the Stage Manager before making decisions.
- > **Be proactive:** Anticipate needs like water, props, or quick transitions.
- > **Keep communication clear:** Relay messages accurately and promptly.

Safety and communication

- > Follow **Stage Manager instructions** for emergencies or schedule changes.
- > Be alert to crowd movement and help maintain a safe environment near the stage.

Your impact

You're the **backstage hero** who keeps performances running smoothly. Your support helps create unforgettable moments for performers and audiences alike. Thank you for making the festival a success!

