



SEEKING APPLICANTS FOR ASSISTANT DIRECTORS & ASSISTANT STAGE MANAGERS

2025-26 Season Production Volunteers
Grand Rapids Civic Theatre

Civic Theatre is seeking individuals interested in serving as Assistant Directors (ADs) and Assistant Stage Managers (ASMs) for the 2025-26 Season. AD and ASM roles are volunteer positions and intended to largely be training opportunities for individuals hoping to gain the knowledge and experience to seek full Director and Stage Management roles in the future.

REQUIREMENTS

The following indicates the level of experience we are expecting from candidates, however all applications will be considered:

- Prior experience in theatre. Priority will be given to ASMs with prior production experience, and ADs with both production and performance experience.
- Passion for working with performers of varying experience levels from beginner to professional.
- Ability to create a safe, collaborative and inclusive working environment for all artists involved in the production.
- Must be a strong written and verbal communicator who is self-directed and attentive to deadlines.
- Must display leadership skills and experience.
- Must be an excellent problem solver, willing to adjust to ever-changing needs and environment.
- ADs are expected to attend all auditions, most rehearsals (including technical rehearsals), opening night, and most production meetings. Production meetings will be set prior to the rehearsal process. Some exceptions can be made for rehearsals that can be covered by another collaborator.
- ASMs should try to attend all auditions, must attend most rehearsals (including all technical rehearsals), all performances, and most production meetings. Production meetings will be set prior to the rehearsal process. Some exceptions can be made for rehearsals that can be covered by another collaborator.
- Formal theatre training is a plus, but not a requirement.

APPLICATION PROCESS

To apply, please complete the following steps **NO LATER than Friday, June 20, 2025.**

- Fill out the Google Form for the role(s) you are interested in.
 - Assistant Director candidates click [HERE](#)
 - Assistant Stage Manager candidates click [HERE](#)

- o Optional: You may send supplemental material to applications@grct.org. Materials could include: photos, production reviews, link to your website, and/or any items that would help us get to know you and your work!

HIRING PROCESS

Civic Theatre Staff will consider applications and materials submitted by **Friday, June 20, 2025**.

- Civic Staff will collaborate with each show's production staff to choose ASMs and ADs that best achieve the goals of the productions.
- Those who are NOT selected this year will be notified once all positions have been filled.

2025-26 SEASON SHOWS and IMPORTANT DATES

Not every production may have an Assistant Director, though we will take applications for every production where AD is noted below. *Note for all applicants: If audition time slots become full, additional appointment times may be added at the end of and/or prior to the times listed below, which may extend the time you would spend at auditions.*

Rock of Ages MUSICAL

Performances: September 12 - October 5, 2025.

Auditions: Saturday, June 28, 12-4pm; Sunday, June 29, 6-9pm; Callbacks Monday, June 30, 6-10pm

Rehearsals Begin: July 14

Director: Rob Bruce-Karel; SM: Kendra Jones

Accepting applications for: 2 ASMs

Pete the Cat LIMITED ENGAGEMENT MUSICAL FOR YOUNG AUDIENCES

Performances: October 14 - 19, 2025.

*There will be weekday performances on 10/14 and 10/16 at 10:00 am and 12:30 pm both days

Auditions: Saturday, August 23, 12-3pm; Sunday, August 24, 12-3pm; Callbacks Monday August 26, 6-9pm

Rehearsals Begin: September 2

Director: Brock Gabbert; SM: Ashley Schwallier

Accepting applications for: AD, ASM

Disney's Frozen HOLIDAY MUSICAL

Performances: November 14 - December 14, 2025, with possible extension dates December 17-21.

*November 22, 29, December 6, 13 will all be two-show Saturdays with a 2:00 matinee and a 7:30 evening performance

Auditions: Friday, July 25, 4-7pm; Saturday, July 26, 10am-1pm; Callbacks Monday & Tuesday July 28, 29 6-9pm. ** Times may be added to auditions subject to demand.*

Rehearsals Begin: September 8

Director: Allyson Paris; SM: Allison Baker

Accepting applications for: AD, 2 ASMs (For this production, ASMs will split the run as crew)

Ain't Misbehavin'**MUSICAL**

Performances: January 16 - February 1, 2026

Auditions: Friday, October 24, 6-9pm; Saturday, October 25, 4-8 pm; Callbacks Monday, October 27 6-10pm

Rehearsals Begin: November 10

*No rehearsals scheduled from December 23rd - January 1st

Director: Erica Soto; SM: TBD

Accepting applications for: AD, ASM

The Lightning Thief**MUSICAL**

Performances: February 27 - March 15, 2026

February 28th and March 14th will be two-show Saturdays with a 2:00 matinee and a 7:30 evening performance

Auditions: Sunday, January 4, 12-4 pm; Monday, January 5, 6-9 pm; Callbacks Wednesday, January 7, 6-9pm

Rehearsals Begin: January 12

Director: Eric Hand; SM: Jess Reilly

Accepting applications for: AD, 2 ASMs

Dial M for Murder**PLAY**

Performances: April 17 - May 3, 2026

Auditions: Friday, February 6, 6-9pm; Saturday, February 7, 4-8pm; Callbacks Monday, February 9, 6-10pm

Rehearsals Begin: February 18

Director: Eirann Betka-Pope; SM: Shanell Haigh

Accepting applications for: AD, ASM

Legally Blonde**MUSICAL**

Performances: June 6 - 29, 2026

Auditions: Friday, February 20, 6-9pm; Saturday, February 21, 12-4pm; Callbacks Monday, February 23, 6-10pm

Rehearsals Begin: April 6

Director: Kristin Tomlin; SM: Lauren Heyboer

Accepting applications for: AD, 2 ASMs