



MATT AUGUST
KASSER FAMILY
ARTISTIC DIRECTOR

PO BOX 61893
PHOENIX, ARIZONA 85082

PO BOX 1631
TUCSON, ARIZONA 85702

833-ATC-SEAT
ATC.ORG

Properties Carpenter

Full time, seasonal, non-exempt

Reports to Properties Supervisor

Salary: \$16-17.00/hour

Tucson based

Updated August 2025

Arizona Theatre Company is the state's only LORT theatre, as well as the only LORT theatre in the country that produces in two cities- Tucson and Phoenix Metropolitan Area. Under the leadership of Kasser Family Artistic Director Matt August, ATC produces 5-6 mainstage shows, various workshops and galas each year. Shows are built, rehearsed, and opened in Tucson at the Temple of Music and Art, and then move to the Phoenix Metro Area at our new home at the Tempe Center for the Arts.

Arizona Theatre Company strongly encourages candidates from underrepresented communities within the industry to apply.

Overview

The Properties Artisan will work with the Properties Department to create and acquire all prop elements required for ATC productions as well as outside build contracts. While the focus of this position will be mainly on construction and restoration of furniture, this position will also be working on other hand props and set dressing.

Essential Functions

- Responsible for the construction repairs and maintaining rehearsal and show props for ATC's productions.
- Projects may include but are not limited to:
 - Furniture fabrication.
 - Delivering and transferring props to theatres and rehearsal halls.
 - Dressing the scenery with props during load-ins and as necessary on remounts.
 - Fabricating or altering hand, paper, or consumable props.
 - Setting decorations and dressing.
 - Sewing and working with soft goods.
- Assist the Properties Supervisor in load-ins, strikes, and remounts for all ATC productions in Tucson and Phoenix.
- Maintain Prop Department tools and equipment.
- Work with other production shop staff to maintain a safe and organized work area.
- Complete research and shop online as requested.
- Attend company, department, shop meetings, and safety training as assigned.
- Assist the Properties Supervisor in maintaining the organization and condition of ATC's prop stock.
- Assist Scenic Carpenters in scenery builds as needed.
- Other duties as assigned by supervisor.

Qualifications

- Expertise in fine woodworking, cabinetry, and fabrication along with standard theatrical prop construction techniques.
- Proficient on table saws, band saws, chop saws, belt sanders, grinders, and assorted hand tools.
- Ability to build from construction drawings and in some cases photographs.
- Ability to craft the unusual out of unconventional materials.
- Skilled in basic office software
- Must be able to obtain valid driver's license.

Preferred Skills

- Effective communicator with designers, staff and over hire.
- Attentive to detail, accountable and skilled in time management.
- An understanding of period appropriate furniture, hand props and printed materials
- Painting, sculpting, and gadgetry skills.
- Sewing skills and knowledge of standard upholstery techniques.
- Able to or willingness to learn to drive a 26' box truck.
- Able to or willingness to learn to drive a forklift.

Physical Demands & Scheduling Requirements

- Must be able to lift and move items weighing at least 50 pounds.
- Must be able to perform physical activities such as, but not limited to lifting and bending, climbing ladders.
- Ability to work from heights (ie grids, catwalks, ladders, and personnel lifts).
- Available to work nights and weekends. Workdays could be long and could include long periods of time either sitting or standing.
- Short Phoenix residencies required based on production schedules.

HOW TO APPLY: Please send a resume, a cover letter and a link to your portfolio with references to productionjobs@arizonatheatre.org.

Arizona Theatre Company is an equal opportunity employer, dedicated to a policy of nondiscrimination in employment on any basis, including race, color, age, sex, sexual orientation, religion, disability, or national origin