



NIGHTJAR FESTIVAL POSITION DESCRIPTION

Title: Stage Manager
Contract: Casual
Reports to: Operations Manager
Positions reporting: N/A

JOB DESCRIPTION

Ensure bands arrive on time, ready for performances, and attend to their requests.

Make generic and promotional announcements from the stage, as required.

RESPONSIBILITIES

- Collect stage schedule, radio & high vis vest from staff sign-in area
- Ensure Greenroom is set prior to event – Marquee (with walls), table, chairs etc
- Ensure water is available for artists in Greenroom (does not need to be cold)
- Meet all bands on their arrival at main stage
- Introduce all bands/artists to Moon Mother Productions audio crew
- Assist Bands as required
- Assist with setting of area for sale of artist merchandise (if required)
- Introduce all artists on stage
- Update patrons with regular announcements – food outlets, artist performance times, general housekeeping, etc
- Make any emergency announcements, as required – Lost children, evacuation etc
- Report any suspect behavior to Event Control
- Pack up infrastructure within designated area ready for site crew bump-out

EXPERIENCE

- Must be experienced announcer/MC
- Must have experience with artist/band set-ups