
TOWN HALL ARTS CENTER

Set Designer Position

Position: Set Designer

Reports to: Production Director and Executive Director

Contract and paid position

Recruitment ongoing

Responsible for designing the sets in a theatre production. Collaborates with director and interprets scripts to visualize set. Works with technical team to bring vision to life on stage.

Primary responsibilities:

- Work with the director to conceptualize the scenic elements of the production.
- Read script to get an idea of what set will entail.
- Research architectural styles and previous sets for inspiration.
- Draft set plans using CAD software. (Autodesk, Cad, Vectorworks, etc.)
- Complete design ideas and prepare sketches, illustrations, and renderings of sets.
- Select paint treatments for the set.
- Select the furniture, wall coverings, floor coverings, and large props to be used in set.
- Capture time period and mood with adequate props and lighting.
- Produce scale models for director to approve.
- Make changes to set as necessary.
- Help builders adhere to budget.
- Analyze stage entrances and exits to ensure set is situated properly.

Interested? Please send your resume and theater background to:
Cheryl McNab, Executive Director, cmcnab@townhallartscenter.org