

# PRESCOTT PARK ARTS FESTIVAL

## 2026 Musical AI

**Prescott Park Arts Festival**, a well-established and dynamic non-profit performing arts organization, is seeking to hire a Musical AI. This position will join the experienced, award-winning, fun, and fast-paced team responsible for organizing this popular summer Seacoast tradition that features over 70 diverse performances from June to October each year. Events include concerts, food and music festivals, movie nights, a signature musical theatre production, a youth theatre camp, and more.

Prescott Park Arts Festival is a cultural leader in the Seacoast, and reaches nearly 150,000 people through its events, all offered by suggested donation in Portsmouth's beautiful downtown Prescott Park. The Festival's contribution to the local economy in show- and visitor-related spending has swelled to \$7.5 million annually.

### Job Description Details

This position calls for an energetic, dynamic, and dedicated individual who works with a great deal of independence and exercises independent judgment while performing a variety of duties. The Musical AI reports directly to the Theatre Production Manager and Executive Director and assists in overseeing all technical aspects of the Mainstage Musical production as well as certain aspects of the seasonal install and strike.

The Musical AI shares, with the Theatre Production Manager, the day-to-day responsibility of ensuring performances take place safely and on time. The Musical AI will work closely with all Festival staff to ensure that all goals and deadlines for the production season are met.

**Please note that we cannot offer housing for seasonal/production staff at this time.**

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### Responsibilities include, but are not limited to:

- **Sound Design Creation and Execution:**
  - Collaborate with the Production Director to execute sound design that supports the creative direction and tactical needs of the production.
  - Oversee the setup and breakdown of sound equipment for all Mainstage Musical performances.
- **Meetings and Rehearsals:**
  - Attend rehearsals, tech week, and all production meetings as necessary to coordinate sound needs.
  - Participate in sound checks for the pit band and actors prior to each musical performance.
  - Work closely with the Theatre Production Manager to ensure timely execution of sound design elements.
- **Performance Day Duties:**
  - Arrive at least 2 hours before each musical performance to assist in the setup of the sound system, including arranging the pit band, mic'ing actors, and playing the sponsor playlist.
  - Conduct sound checks before each performance to ensure optimal audio quality.
  - Provide sound engineering support during each performance to ensure high-quality sound.

- **Community Events:**
  - Arrive at least 30 minutes prior to all community showcase events to set up any audio requirements.
  - Ensure superior sound quality is maintained during each community event.
- **Inventory Management:**
  - Manage expendable sound equipment inventory, including batteries, mic tape, and gaff tape.
  - Report inventory needs to the Theatre Production Manager and maintain adequate supplies.
- **Additional Duties:**
  - Participate in communication with the Theatre Production Manager regarding any personnel issues or concerns as they arise, following appropriate protocols.

**Preferred Skills and Other Requirements:**

- Enthusiasm for live event production and creative collaboration.
- Proven success in previous production work, with a focus on sound design, soundboard operation, and live mixing in a theatrical setting.
- Familiarity with Allen & Heath SQ 7 or similar sound equipment.
- Familiarity with TheatreMix.
- Ability to work independently and as part of a team, with strong attention to detail.
- Willingness to perform physically demanding tasks and ability to lift items weighing up to 50 pounds.
- Comfort standing and walking on uneven ground or outdoor surfaces, as well as working in extreme weather conditions within safety protocols.
- Flexibility in working both weekdays and weekends, particularly during scheduled tech rehearsal weeks.
- A sense of humor and joy for the job!

**Qualifications and Expectations:**

- Proven experience in sound design and audio engineering in a theatrical setting. Outdoor venue experience is a plus.
- Ability to collaborate with production staff and creative teams.
- Strong organizational skills and attention to detail, especially in sound setup and troubleshooting.
- Ability to meet deadlines and work under pressure during rehearsals and performances.

*Prescott Park Arts Festival is deeply committed to creating a diverse and inclusive environment and is proud to be an equal opportunity employer. We strongly encourage those with the following identities to apply: Black, local Indigenous, people of color and people with intersecting identities including LGBTQIA+, women and non-binary people, people living with disabilities and others with lived experience being part of marginalized communities.*

**Applications should be submitted to Ro Gavin, Theatre Production Manager at Prescott Park Arts Festival, at [theatricalpa@prescottpark.org](mailto:theatricalpa@prescottpark.org), and should include a resume listing all previous work experience and a cover letter. We love learning about our applicants, so don't hesitate to show off what makes you YOU! No phone calls please.**

**Salary:** \$3000 stipend commensurate with experience from signing through closing night of the Mainstage Musical production (August 9, 2026).