

**Artistic Design Lead** Role Description

KEY RESPONSIBILITIES

* Selecting the color palette and finishing components for the scenery and physical environment of a production.
* Designing and creating artistic elements that are both visually compelling and functionally viable while aligning with the director’s vision.
* Working closely and collaboratively with the director, sets lead, stage manager and tech crew lead to ensure a unified, inspiring and engaging artistic presentation.
* Leading the painting and finishing projects during the build calendar, and ensuring timelines and budget are met.
* Assigning tasks to volunteers and ensuring that they are respectful of the church space by using drop cloths while painting, minimizing noise, carefully cleaning up, etc.
* Procuring supplies, maintaining and storing supplies, and overseeing clean-up as needed.
* Providing updates at production lead meetings and notifying director and stage manager of any challenges or concerns.

ESSENTIAL SKILLS

* **Organizational Skills:** To keep track of a variety of projects, budget, and timeline.
* **Attention to Detail:** To create historically accurate artistic elements that provide both beauty and inspiration to the scenery and physical environment of the production.
* **Communication:** To effectively collaborate with production leads and volunteers. Help foster an environment that is respectful and supportive to all cast and crew.
* **Budget Management:** To control costs associated with acquiring supplies and materials.
* **Artistic Skills:** For creating, painting, & finishing impressive, inspiring scenic elements.

Oct. 2025