



POSITION DESCRIPTION: Set Designer

HOURS: Estimated Minimum 50 hours/production

General Accountabilities

The set designer collaborates with the director to create the setting for the production, and is responsible to the producer.

Specific Duties

- Collaborating with director on establishing a set design
- Collaborating with director, costume and lighting designers on a colour palette
- Creating a maquette (a scale model) to communicate the final “look” of the set
- Creating a set of accurate drawings for the builders
- Creating drawings for props/furnishings coordinator
- Attending production meetings
- Attending rehearsals as needed
- Attending load-in and set-up, dress rehearsals, etc.
- Coordinating scenic artists and set painters
- Coordinating props and furnishings with the appropriate coordinator
- Working within a budget
- Attending a post-production meeting to review to discuss what went well and what could be improved, as input to a Post-Production Report coordinated by the Producer.