



## ABOUT SSTI

For eighteen incredible summers, the Southeastern Summer Theatre Institute has welcomed extraordinary high school theatre students from across the US to beautiful Hilton Head Island, South Carolina for a month-long professional theatre experience that shapes these young people as both performers and people. A staff member at SSTI is more than just an industry professional. You're a mentor, a teacher, and a valued member of a community that values integrity, fun, and passion.

Come see why SSTI *Feels Like Home*.

## ASSISTANT MUSICAL DIRECTOR

This position is traditionally held by upperclass undergraduate students or recent graduates who are aspiring to hold positions as musical directors in their professional career. SSTI's production experience (and staff credentials) mirrors that of a regional theatre, and not traditional 'summer camp'. On a daily basis, opportunities are afforded to this individual to lead, conduct, and teach. Individual will frequently play rehearsals, coordinate with the professional orchestra members, and accompany masterclasses taught by Broadway stars, and teachers from the nation's premiere musical theatre institutions.

## THE DETAILS

Contract Dates: June 7 - August 3, 2026

Contract Salary: \$600 per week, W2 Contract

Company additionally provides:

- Private bedroom housing
- Travel stipend or round trip air
- Weekly gas stipend, if driving
- Nightly dinners, when students in session



## To Apply:

To be considered for a position at SSTI, please email the following materials with your name and the job title in the subject heading of the email to:

**[jobs@SummerTheatreInstitute.com](mailto:jobs@SummerTheatreInstitute.com)**

- Resume with three references (with email addresses)
- Portfolio or website (if applicable)

Interviews for Summer 2025 will begin on December 20th and will continue until all positions are filled. The job links will be deactivated on our website once the position has been contracted for Summer 2025.

Please direct all questions to [jobs@SummerTheatreInstitute.com](mailto:jobs@SummerTheatreInstitute.com).

SSTI is committed to creating an equitable, diverse, and inclusive workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.



## IMPORTANT NOTES:

We want everyone applying and scheduling an interview with SSTI to have the most complete information, as both a resource and time-saver. Here are some important answers to questions that you might have ahead of applying:

### **Animal Policy:**

Pets are not allowed within the housing rented by SSTI in the summer. Documented service animals that are trained to aide you in the performance of a specific task are allowed. The service animal must additionally be trained to attend work daily in the name of assistance to the user.

Further clarity, from a pet loving company: our housing is 25 minutes away from our island theatre *without* bridge traffic (hence, your gas stipend.) Our daily schedule is built to minimize time in traffic. There is no realistic (or humane) way for an animal to 'stay at home' during the work day as we get into longer days of tech. With traffic during meal break times, there is no viable option to 'run home' to care for an animal. Additionally, as we are located in a top tourist destination during the summer, finding independent housing has proven to be unaffordable for staff seeking alternatives in previous years.

### **Schedule Flexibility:**

For most positions, there is very little flexibility for late arrivals or early dismissals. Within the term of the contract, occasionally a 24 hour trip for a large life event (like a wedding) can be considered, but we are seeking staff members available to dedicate the time specified in the job posting.

### **Do I Need a Car?**

75% of our staff routinely bring their vehicles every summer. This means that someone is *always* headed to the theatre when you need to be going, either a fellow staffer or one of the student transport vans. A personal vehicle is great for a degree of autonomy, but not required.



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## SAMPLE SUMMER SCHEDULE:

In a similar vein as the previous questions, it's important that perspective staff members have a grasp of the scope of work for a summer at SSTI. While it's not a traditional summer stock schedule with 5+ productions and overnight calls, it is similar in the pacing and stamina required of all staff members.

**\*Important Note:** the Junior week shown in the 2025 sample below is not present in our 2026 schedule, and the contract timing shifts back by one week as a result.



**M A Y**

**2 0 2 5**

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--------|---------|-----------|----------|--------|----------|
|        |        |         |           | 1        | 2      | 3        |
| 4      | 5      | 6       | 7         | 8        | 9      | 10       |
| 11     | 12     | 13      | 14        | 15       | 16     | 17       |
| 18     | 19     | 20      | 21        | 22       | 23     | 24       |
| 25     | 26     | 27      | 28        | 29       | 30     | 31       |

First Day in Venue  
Staff Arrival Day #1  
Staff Arrival Day #2  
Staff Arrival Day #3  
Creative Team Arr.



**J U N E**

**2 0 2 5**

| SUNDAY                                  | MONDAY                             | TUESDAY                  | WEDNESDAY | THURSDAY        | FRIDAY                                 | SATURDAY  |
|---|------------------------------------|--------------------------|-----------|-----------------|--|---|
| 1                                       | 2                                  | 3                        | 4         | 5               | 6                                      | 7   |
| Staff Orientation                       | Student Arrival Day Company Dinner | First Day with Students! |           |                 |  | Press Photocall   |
| 8                                       | 9                                  | 10                       | 11        | 12              | 13                                     | 14  |
| Essentials Arrives                      | Essentials Begins                  |                          |           |                 |  |   |
| 15                                      | 16                                 | 17                       | 18        | 19              | 20                                     | 21  |
| Orchestra Set Up Evening Sitz for Sound | Tech Begins                        |                          |           |                 |  | Essentials Departs Photocall                            |
| 22                                      | 23                                 | 24                       | 25        | 26              | 27                                     | 28  |
| 9 to 5 Performance #3 OLU Talkback      | Masterclass Week Begins            |                          |           | Dress Rehearsal | 9 to 5 Performance #4 Ice Cream Social | Spotlight Presentations Photocall 9 to 5 Performance #5 |
| 29                                      | 30                                 |                          |           |                 |  |   |
| 9 to 5 Closing Student Departure Strike |                                    |                          |           |                 |  |   |



**J U L Y**

**2 0 2 5**

| SUNDAY                                  | MONDAY                  | TUESDAY                  | WEDNESDAY | THURSDAY  | FRIDAY                      | SATURDAY         |
|---|-------------------------|--------------------------|-----------|---|-----------------------------|------------------|
| 9 to 5 Closing Student Departure Strike |                         | 1                        | 2         | 3   | 4                           | 5                |
|   |                         | SSTI Junior Begins       |           |   |                             | SSTI Junior Ends |
| 6                                       | 7                       | 8                        | 9         | 10  | 11                          | 12               |
| Creative Team Arr.                      | Student Arrival Day     | First Day with Students! |           |   |                             |                  |
| 13                                      | 14                      | 15                       | 16        | 17  | 18                          | 19               |
| Press Photocall                         |                         |                          |           |   |                             |                  |
| 20                                      | 21                      | 22                       | 23        | 24  | 25                          | 26               |
| Orchestra Set Up Evening Sitz for Sound | Tech Begins             |                          |           | Anything Goes Opening Night Opening Night Party | Photocall AG Performance #2 |                  |
| 27                                      | 28                      | 29                       | 30        | 31  |                             |                  |
| AG Performance #3 OLU Talkback          | Masterclass Week Begins |                          |           | Dress Rehearsal                                 |                             |                  |



**A U G U S T**

**2 0 2 5**

| SUNDAY                              | MONDAY             | TUESDAY            | WEDNESDAY          | THURSDAY                             | FRIDAY   | SATURDAY |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------------------------|--|----------|
|                                     |                    |                    |                    |                                      | 1  |          |
|                                     |                    |                    |                    |                                      | AG Performance #4 AG Photocall AG Ice Cream Social | 1        |
|                                     |                    |                    |                    |                                      | Performance #5                                     |          |
| 3                                   | 4                  | 5                  | 6                  | 7                                    | 8  | 9        |
| AG Closing Student Departure Strike | Strike and Restore | Strike and Restore | Strike and Restore | Strike and Restore 2pm Staff Departs |  |          |
| 10                                  | 11                 | 12                 | 13                 | 14                                   | 15   | 16       |
|                                     |                    |                    |                    |                                      |  |          |
| 17                                  | 18                 | 19                 | 20                 | 21                                   | 22   | 23       |
|                                     |                    |                    |                    |                                      |  |          |
| 24                                  | 25                 | 26                 | 27                 | 28                                   | 29   | 30       |
|                                     |                    |                    |                    |                                      |  |          |
| 31                                  |                    |                    |                    |                                      |  |          |



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## SAMPLE WEEKLY CALLS:



### STAFF Weekly Schedule

Monday, July 17 - Sunday, July 23



|                           | Monday 7/17                                  | Tuesday 7/18                    | Wednesday 7/19                                | Thursday 7/20                               | Friday 7/21                         | Saturday 7/22                                     | Sunday 7/23   |
|---------------------------|--|---------------------------------|---|---|-------------------------------------|---|---|
| <b>Theme Day/Notices:</b> |  |                                 | Theme Day:<br>Squad Day                       |   | T-Shirt Friday,<br>TBD Designer Run | Beach/Barbie<br>Day                               | Orchestra Load In<br>and Evening Sitz               |
| <b>Staff Day Off:</b>     | Kathy, Marie,<br>Kelsey, Rick, Elie,<br>Shea | Colby                           | Robbie, Naihla,<br>Madi                       | Augusta, Camille                            |                                     | JP, Matt G, Evan,<br>Annalise, George,<br>Allison |   |
| <b>Swing RA Covers:</b>   | Naihla                                       | George                          |   | Kelsey                                      |                                     | Kelsey, Naihla                                    |   |
| <b>Hometown Display:</b>  | George, JP, Claire<br>A, Claire D            | Kathy, Madi,<br>Coco, Cody, Eli | Marie, Matt I,<br>Lindsay, Lizzie C,<br>Favor | Rick, Robbie,<br>Georgia C, Ike,<br>Jilayne | Shea, Jill, Josiah,<br>Kaitlyn      | N/A   | Madison, Keller,<br>Jenna, Kiersten,<br>Lacey, Lily |
| <b>Staff Interviews:</b>  | Christian, Madi                              | Kathy                           |   |   |                                     |   |   |
| <b>Notes:</b>             |  |                                 |   |   |                                     |   |   |



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Monday, July 17 - Sunday, July 23



|   | Monday 7/17          | Tuesday 7/18         | Wednesday 7/19 | Thursday 7/20   | Friday 7/21                     | Saturday 7/22                | Sunday 7/23 |
|---|----------------------|----------------------|----------------|---|---------------------------------|------------------------------|-------------|
| <b>Company Notices:</b>                 | Scenic Late<br>Night | Scenic Late<br>Night |                | Lighting /<br>Scenic 8am<br>call, all others<br>10am call | Lighting<br>Sound Late<br>Night | Lighting Sound<br>Late Night |             |
| <b>Staff Arriving:</b>                  |                      |                      |                |   |                                 |                              |             |
| <b>Staff Departing:</b>                 |                      |                      |                |   |                                 |                              |             |
| <b>Circle Time/Call Time:</b>           | 10:00am              | 10:00am              | 10:00am        | 10:00am   | 10:00am                         | 10:00am                      | 10:00am     |
| <b>Start of Work Call</b>               | 10:15am              | 10:15am              | 10:15am        | 10:15am   | 10:15am                         | 10:15am                      | 10:15am     |
| <b>Lunch</b>                            | 1:00pm               | 1:00pm               | 12:45pm        | 12:45pm   | 1:00pm                          | 1:00pm                       | 12:45pm     |
| <b>Afternoon Call</b>                   | 2:00pm               | 2:00pm               | 1:30pm         | 1:30pm  | 2:00pm                          | 2:00pm                       | 1:30pm      |
| <b>Circle Time/<br/>Provided Dinner</b> | 5:45pm               | 5:45pm               | 5:45pm         | 5:45pm  | 5:45pm                          | 5:45pm                       | 5:45pm      |
| <b>Production Meeting</b>               | 6:00pm               | 6:00pm               | 6:00pm         | 6:00pm  | 6:00pm                          | 6:00pm                       | 6:00pm      |
| <b>Break</b>                            | 6:15pm               | 6:15pm               | 6:15pm         | 6:15pm  | 6:15pm                          | 6:15pm                       | 6:15pm      |
| <b>Evening Call</b>                     | 7:00pm               | 7:00pm               | N/A            | N/A   | 7:00pm                          | 7:00pm                       | N/A         |
| <b>End of Day</b>                       | 10:00pm              | 10:00pm              | 6:15pm         | 6:15pm  | 10:00pm                         | 10:00pm                      | 6:15pm      |