

Academic Assistant Positions Available

FALL 2025

DAN School of Drama and Music

Queen's University, Kingston, ON CAN K7L 3N6

Posting date: August 6, 2025

Closing date: August 14, 2025

Qualified applicants are invited to apply for an Academic Assistant role in the following courses for spring 2025. Academic Assistants are filled according to the Collective Agreement between Queen's University and [**USW Local 2010, Unit 01**](#).

Fall term appointments are for the period September 1 – December 31, 2025.

Remuneration:

The rate of pay for Academic Assistant positions is \$29.91+7% in lieu of benefits and vacation.

Course

FALL TERM

DRAM 240 Introduction to Theatre Production I Units: 3.00

A theoretical and practical introduction to technical production including various elements of theatre space, design and construction, ground plans, and stage management. Students will be trained in software for performance design following international drafting standards.

Additional Requirements: Experience as a professional Equity Stage Manager (and working knowledge of Assistant Stage Managers), with insight into both unionized and non-unionized working environments and comparable international opportunities. Familiarity with creating and using prompt scripts, rehearsal reports, running lists, rehearsal schedules, show reports, distribution, etc. is essential. Understanding of standard working procedures, and most importantly, emerging equitable working practices is also required. Experience working with students is an asset.

APPLICATION PROCESS

Applications are being accepted immediately and are due no later than **August 14, 2025**.

Submit the following documents to Department Manager at [**manager.danschool@queensu.ca**](mailto:manager.danschool@queensu.ca).

1. Cover letter
2. Curriculum Vitae

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. If you require accommodation during this process, please contact: Department Manager, manager.danschool@queensu.ca.