

TECHNICAL DIRECTOR

Saltwater Performing Arts (formerly St. Marys Children's Theatre) is seeking a volunteer Technical Director for our non-profit program(s). The Technical Director works closely with students and directors to design theatrical productions depending upon departmental need.

Responsibilities:

As an essential part of the team, the technical director coordinates and participates in the construction of sets and props, hanging and focusing of lighting instruments; collaborates with the audio engineer on sound for all productions; oversees, costuming; mentors and supervises students; exhibits solid carpentry, theatrical and engineering skills; has excellent pre-and post-production organizational skills; and has the ability to craft a thorough and accurate production plan. The technical director is responsible for applicable maintenance of facilities and equipment and communicates well with Director & Managing Director; works within allocated budgets to purchase production equipment and supplies; and maintains compliance with safe practices, workplace regulations, and theatre policies.

Essential Functions:

- Coordinate and participate in the development and construction of theatre productions
- Provides working drawings for scenic designs
- Collaborate with designer(s) to establish production budget priorities
- Acquire all material needed for productions
- Schedule and execute the construction of production elements
- Utilizing best practices in safety, supervise, mentor, and instruct students
- Supervise mounting of technical elements of productions
- Assist in production tech rehearsals and strikes
- Maintain shops, equipment, and storage areas
- Attend department meetings and production meetings
- Work within all applicable institutional policies and responsibilities
- Assume other duties as directed by Managing Director

Minimum Qualifications:

- Ability to collaborate effectively with artistic colleagues
- Demonstrated skills in theatrical carpentry, rigging, painting, audio, lighting, and props
- Effective verbal, written, and interpersonal skills
- Demonstrate a passion for theatre and dance

Desired Qualifications:

- Bachelor's degree in Technical Theatre
- Experience in scenic and/or lighting design

Work Environment:

While performing the duties of this job, the employee is regularly exposed to mechanical parts, power-tools, fumes, and airborne particles. The employee occasionally works at heights and works with and around machinery with moving parts. The will not always occur in a climate controlled environment, and may include various weather conditions while traveling between buildings, working near/on the dock,

or acquiring materials off-campus. Stage work may require accessing and working in small spaces, above the stage at height, and behind/below the stage in smaller areas. Work is usually performed evenings and weekends.

Physical Demands:

The employee must be able to stand for long periods of time and in various environments. Occasional lifting of up to 50 pounds may be required. Work includes use of hands to manipulate and use tools and equipment related to theatre production.

TO APPLY:

- Submit an application
- Letter of interest
- Résumé
- Provide a portfolio of technical direction/design work (if available)

Note to Candidates:

- Employment is contingent upon a successful background check and drug screening
- This is a volunteer position