

THEATER TECHNICIAN

JOB SUMMARY

Under the direction of an assigned supervisor, the Theater Technician provides technical theater expertise and assistance to staff, students and community groups for theater productions and events. The Theater Technician performs a variety of technical stagecraft duties including set construction and the installation, operation and maintenance of lighting, sound, and rigging equipment and systems.

REPRESENTATIVE DUTIES

The position description describes the general nature of work performed.

ESSENTIAL FUNCTIONS

The Theater Technician may perform any combination of the following:

- Manages and directs students in production support activities under the guidance of a teacher.
- Runs lighting and sound boards during the staging of events.
- Constructs and produces stage support items (e.g., sets, props, special effects, fog, haze, smoke, lighting, and rigging).
- Designs, adapts, maintains and installs theatrical lighting, rigging and sound systems.
- Sets up theater equipment and assists clients in designing, implementing and supporting all technical needs in a production.
- Maintains inventory of tools, equipment, lighting, props, sets, supplies, etc.
- Operates a variety of equipment such as drills, saws, lifts, sanders, and various hand and power tools.
- Repairs equipment, sets, and props to ensure that items are available and in safe working condition.
- Performs research and provides recommendations for the technical enhancement of stagecraft productions.
- Advises and informs students, other site personnel and clients regarding safety and theater maintenance, use, and activities.
- Monitors and ensures safety and cleanliness of stage and theater.
- Secures facilities and grounds to minimize property damage, loss and liability and ensure safety at work site.
- Coordinates, schedules and maintains a calendar of school events.
- Prepares and maintains records and reports related to productions, equipment and assigned activities.
- As appropriate, collaborates with other departments on school performance events.
- Performs other job-related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

KNOWLEDGE OF:

- Practices, procedures and techniques used to prepare, install and operate lighting, sound, and rigging equipment and systems for theater productions and events.

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- Operation, use, maintenance and enhancement of digital lighting control equipment, audio and audio-visual equipment, and hand and power tools.
- Set and scenery design and construction.
- Types and uses of lighting, sound and rigging technology.
- Proper methods of storing theater equipment and supplies.
- Occupational hazards, standard safety practices and procedures, and safety regulations.
- Computer operation and software related to audio, video projection and lighting.

ABILITY TO:

- Install, design, adapt, operate and maintain lighting, sound, and rigging equipment and systems.
- Operate and perform maintenance of digital lighting control equipment, audio and audio-visual equipment, and hand and power tools.
- Construct and produce stage support items.
- Solve problems related to equipment, theater activities and community groups who rent the theater.
- Monitor and guide students in stagecraft and stage operations activities.
- Adhere to safety and fire regulations.
- Advise and inform others regarding safety and theater maintenance, use, and activities.
- Exercise appropriate judgment when making decisions.
- Work under limited supervision.
- Plan, prioritize and organize work, schedules and timelines.
- Compose written communications applying correct English usage, grammar, spelling, punctuation and vocabulary.
- Communicate effectively with students, staff, and the public.
- Establish and maintain cooperative working relationships with others.

EDUCATION AND EXPERIENCE

Job-related education necessary to perform the essential job duties is typically consistent with graduation from high school or equivalent. Two years experience involving set construction and the installation, operation and maintenance of lighting, sound, and rigging equipment and systems in a theater or similar environment is required. Post-high school coursework involving technical theater production is preferred and may be considered as part of the experience requirement.

DISTINGUISHING CHARACTERISTICS

The Theater Technician is responsible for providing technical expertise to campus and community groups in the use and operation of a school theater. The Theater Technician performs a variety of technical duties related to theater productions. This class differs from others in the instructional support job family in its focus on theater production duties.

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REQUIRED TESTING

Pre-employment testing and assessment to demonstrate minimum qualifications required for the position.

CERTIFICATES

None

CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

WORKING ENVIRONMENT

The usual and customary methods of performing the job functions require the following physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Seldom or Occasionally	Squatting/crouching, climbing/balancing, kneeling, reach above shoulder stooping/bending, twisting back, neck flexion/rotation, pushing/pulling, power/firm grasping, hand and foot controls, reach at shoulder, reach below shoulder, lifting at waist or shoulder height or carrying up to 50 pounds up to 100 feet
Occasionally/Frequently	Fingering/fine manipulation, handling/simple grasping, sitting, standing walking

AUDITORY OR VISUAL REQUIREMENTS

Ability to respond to safety buzzers, communicate with others, operate power tools safely. Ability to see near, distant, color, depth and peripherally.

ENVIRONMENTAL CONDITIONS

Indoor work environment, ability to work with hazardous tools and devices (lights, electrical connections, rigging, power tools), work at heights, exposure to fumes, dust and odors.