PERFORMING ARTS TECHNICIAN

DEFINITION

Under general supervision, coordinates, oversees and performs technical work related to the use of the scene shops and the performing arts facility by students, faculty and the community; maintains, repairs and improves the theater and related equipment; performs related duties as required or assigned.

CLASS CHARACTERISTICS

This single position class is an experienced theater technician, fully competent to instruct and oversee others in the technical aspects of theatrical production, including the scene shops, the costume shops, and the use of equipment within the theater. This class is distinguished from Theater Manager and Assistant Theater Manager classes in that the Performing Arts Technician is concerned with the technical support aspects of a theatrical production, rather than the overall use of the facility for production purposes.

EXAMPLES OF DUTIES (Illustrative Only)

- Assists in the development and implementation of guidelines and procedures related to the use and operation of technical support facilities and equipment for theatrical productions, including the scene shops, the costume shops, all lighting and sound equipment, etc.
- Consults with faculty, students and the public regarding the availability, use, maintenance and repair of theater facilities and equipment
- Directs and oversees the work of student assistants, temporary staff and volunteers using such equipment and facilities
- Instructs, assists and provides technical direction to those using the facilities and equipment
- Ensures that the tools and equipment are used in a safe manner and that safety precautions and procedures are followed
- Operates, maintains and repairs such theatrical equipment as lighting equipment, sound equipment, cyclorama, and stage and seating areas
- Constructs sets, scenic units, signs and storage fixtures
- Recommends equipment purchase and upgrading
- Arranges for the proper use of storage areas
- Orders, issues and maintains records of supplies and equipment
- Assists in the updating of equipment usage information and procedural manuals
- Maintains accurate inventory and usage records related to performing arts equipment, props, scenery and tools
- Performs related duties as required or assigned
QUALIFICATIONS

Knowledge of:

- Principles, techniques, methods and equipment used in technical aspects of theatrical production
- Installation, maintenance and repair of lighting, sound and other theatrical equipment
- Stage design and scene construction, painting and rigging
- Use and care of hand and power tools related to the work
- Operational methods of scene shops, costume shop and other theatrical support functions
- Practices of technical support scheduling for production purposes
- Safety procedures and equipment related to the work
- Recordkeeping and filing practices
- Shop mathematics

Skill in:

- Installing, operating, maintaining and repairing a variety of lighting, sound and other theatrical technical equipment
- Reading and interpreting drawings, schematics and manuals
- Interpreting, applying and explaining rules, regulations and procedures
- Safely using the tools and equipment of the craft
- Instructing others in the technical aspects of theatrical production
- Exercising sound judgment within procedural guidelines
- Coordinating several projects and meeting deadlines
- Maintaining accurate records and files
- Establishing and maintaining effective working relationships with those contacted in the course of the work

Other Requirements:

- Must be able to work evenings and weekends, depending upon performance schedules
- Must possess a valid California driver's license

Education and Experience:

A typical way of gaining the knowledge and skills outlined above is:

Equivalent to completion of two years of college with major coursework in a technical theater curriculum and two years of experience in performing technical support work in performing as to theatrical production. Additional experience as outlined above may be substituted for the education on a year-for-year basis.

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