

# Sweetwater Union High School District

## THEATER TECHNICIAN

### **Purpose Statement**

The job of Theater Technician was established for the purpose/s of, under the direction of the Performing Arts Facilities Manager, providing technical support and oversight of the theater operations including equipment and facility maintenance, audio/video set-up and operations, inventory, training and functional supervision of students, technical staff and facility users of the district Performing Arts Centers; overseeing technical needs and some staffing components for performances, events and related functions in other district and city facilities appropriate to the District's short and long term goals.

### **Essential Functions**

- Prepares light, audio, and other production systems for events for the purpose of operating such systems during events with responsibility to independently make artistic judgments, interpreting requirements and anticipating and resolving problems in order to accomplish successful presentations.
- Coordinates the use of technical equipment with groups using the venues; supervising, training and assisting District personnel, students and community users for the purpose of ensuring safe operation and protection of theater/performance equipment.
- Oversees and provides theater technical services for District and community performing arts and special events, including but not limited to public meetings, art festivals, VAPA events and community arts productions for the purpose of providing information regarding safety, facility maintenance and use, and theater activities.
- Maintains stage and media equipment for the purpose of ensuring the availability and functioning of required tools and equipment within a safe work area.
- Performs routine maintenance on assigned equipment as necessary for the purpose of assisting in arranging for major repairs if needed and troubleshooting system problems.
- Monitors inventory levels of supplies and equipment as necessary for the purpose of assisting in ordering, receiving and maintaining inventory of supplies and materials.
- Assists in maintaining inventory of theater items for the purpose of providing security of tools, equipment, supplies, props and sets in the theater.
- Secures facilities and grounds for the purpose of minimizing property damage, loss and liability and ensuring safety at work site.
- Communicates with District personnel and outside agencies for the purpose of exchanging information and resolving issues or concerns.

### **Other Functions**

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

### **Job Requirements: Minimum Qualifications**

#### **Skills, Knowledge and Abilities**

SKILLS are required to perform single, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: operating equipment used in theater production; adhering to safety practices; and planning/managing theatrical projects.

KNOWLEDGE is required to perform algebra and/or geometry; read technical information, compose a variety of documents, and/or facilitate group discussions; and solve practical problems. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: principles of sound transmission and amplification; stage lighting and stage machinery; use and basic repair of stage equipment; concepts of stage production and support.

ABILITY is required to schedule activities; gather and/or collate data; and consider a variety of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined and similar processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize a variety of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability-based competencies required to satisfactorily perform the functions of the job include: adhering to theater and technical safety practices; meeting deadlines and schedules; working under time constraints; and frequently working extended or nonstandard hours.

**Responsibility**

Responsibilities include: working under limited supervision following standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 50% sitting, 20% walking, and 30% standing. The job is performed in a generally hazard free environment and in a clean atmosphere.

**Education/Experience**

Any combination equivalent to: graduation from high school or equivalent, and three years of experience in telecommunications, stage production, or related field is required.

**Required Testing**

None Specified

**Certificates and Licenses**

None Specified

**Continuing Educ./Training**

None Specified

**Clearances**

Pre-Placement Physical Exam; TB Clearance; and Criminal Justice Fingerprint/Background Clearance

*Sweetwater Union High School District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. SUHSD Board Policy #0410.*

*Operations-Support Job Description  
Adopted by BOT August 17, 2009*