

SOUTHWESTERN COMMUNITY COLLEGE DISTRICT

CLASS TITLE: THEATRE OPERATIONS TECHNICIAN

BASIC FUNCTION:

Under the general direction of the Dean of the School of Arts and Communication, design projects in areas including scenery, lighting, sound and multimedia; provide technical supervision and assistance for college and community theatre stage productions, including scenery, properties, lighting and sound; assure that theatre and stage equipment is maintained in a clean and safe condition; provide expertise in theatre technologies and assistance for college and community performances.

REPRESENTATIVE DUTIES:

Design, coordinate and participate in lighting, sound, scenery, stage carpentry and set construction as requested.

Design, setup and utilize a sound system for productions including mixing boards, amps, equalizers, speakers and other sound system equipment. *E*

Recommend repair or replacement of equipment, systems and facilities; requisition items within budgetary limitations; pick up equipment and supplies when necessary; provide input to theatre and production budgets. *E*

Utilize a variety of computer systems and applications related to the theatre, CADD, lighting, sound control, and production management.

Supervise theatre students and student technicians in the safe operation and use of the theatre, tools and equipment; assist the instructional staff with the coordination of laboratory training procedures and student crews to assure the development of students in the technical areas. *E*

Coordinate and process various paperwork involved in the production process. *E*

Develop and utilize computer programs including spreadsheets for inventories, calendars and other documents.

Provide technical mastery and supervision for college and community stage productions in the theatre and dance studio; maintain stage lighting, sound and other equipment to assure proper operation; design and build properties for production. *E*

Assure the safe use and security of power tools, lighting, and sound systems; assure the qualifications of student technicians according to established procedures; maintain lighting and audio equipment and systems as needed. *E*

Maintain and enforce fire, safety and health regulations. *E*

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Advanced principles, techniques and operation of lighting, sound, and scenery used in stage production work.

Advanced design theories and lighting practice for theatre, music and dance performance.

Advanced techniques in the use of visual and oral design components.

Theatre Operations Technician - Continued

Expert level techniques and procedures in application of design, color, and perspective in designing scenery and multimedia presentations.
Concepts and technologies in lighting for theatre, music, dance and related performance areas.
Stage carpentry, painting and electrical set-ups.
Principles and philosophy of stage productions.
Fire, safety and health regulations.
Inventory control and equipment check-out procedures and methods.
Interpersonal communication skills using tact, patience and courtesy.
Strong oral and written communication skills.
Computer hardware and appropriate software applications.

ABILITY TO:

Design stage setup for performances.
Design and construct stage scenery.
Design and operate lighting and sound systems for stage productions.
Train and provide work direction to others in the operation, use, construction and maintenance of stage properties and equipment.
Coordinate the use of theatre facilities and equipment.
Enforce fire, safety and health regulations.
Work cooperatively with others.
Work independently with little direction.
Analyze situations accurately and adopt an effective course of action.
Plan and organize work to meet schedules and time lines.
Train and provide work direction to others.
Communicate effectively both orally and in writing.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: a four year degree in technical theatre and two years of experience involving design, advanced construction techniques; stage machinery design and control; special effects; computer application for stage operations; and the operation and maintenance of stage equipment and materials, as well as computers and computer control boards. MFA is highly desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Stage and scene shop environment.
Work variable hours.
Regular exposure to fumes, dust, odors, noise, and frequent interruptions.

PHYSICAL ABILITIES:

Lifting, carrying, pushing or pulling heavy objects.
Climbing ladders with equipment.
Hearing and speaking to exchange information.
Standing for extended periods of time.
Walking.
Reaching overhead, above the shoulders and horizontally.
Seeing to perform various duties.
Dexterity of hands and fingers to operate various equipment and tools.
Bending, kneeling and crouching.

Theatre Operations Technician - Continued

HAZARDS:

Electrical work involving high voltage.

Fumes from paint, glue, dust, and smoke.

Working around and with machinery having moving parts and cutting blades.

Working at heights.

Revised: April 2000

Johnson & Associates

Approved by the Governing Board on December 13, 2000.