



Stage Technician

Purpose of the role:

Under general supervision, performs a wide variety of semi-skilled and skilled functions in operating and maintaining theatre sound, lighting, and rigging systems during rehearsals, performances, concerts, and meetings; serves as Chief Audio Engineer, Master Electrician, Master Carpenter, and/or Master of Props as part of the Fred Kavli and Scherr Forum Theatre staff; and performs related duties as assigned.

Distinguishing Characteristics:

This is the skilled, full journey-level class. This class differs from the lower-level classes of Stage Worker and Theatre Worker in the higher skill level required, the complexity of assigned projects, and the non-routine, non-recurring nature of most assignments.

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Essential Duties and Responsibilities:

- Operates and maintains theatre sound, lighting, and/or rigging systems during rehearsals, performances, concerts, and meetings ensuring systems are in proper working order.
- Utilizes audio mixing console to “mix” audio for rehearsals, performances, concerts and/or meetings.
- Oversees and participates in loading and unloading trucks and other vehicles for performances at the theatres.
- Fabricates and installs sets, props, lighting, and sound systems.
- Utilizes the stage rigging systems as required to install lighting and sound systems.
- Cleans, repairs and maintains the theatre lighting, sound and rigging systems, as well as the stage floor and all backstage areas; reports any needed items or repairs to supervisor.
- Coordinates with visiting production supervisors regarding crew schedules and assignments.
- Reads, interprets and creates blueprints and drawings; reads and interprets specifications and manuals; estimates and requisitions materials and supplies for assigned projects.
- Prepares and maintains written reports of work done.
- Supervises the work of other assigned stage staff.
- Serves as Lighting or Sound Designer for all visiting production companies; composes rail schedules and designs rigging for all visiting companies; installs, operates, maintains and returns any

rental equipment that may be brought in by visiting companies.

- Maintains rigging and electrical equipment, keeping them in safe working order.
- Performs related duties as required.

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Principles, methods, materials, tools and equipment used in stage work.
- Principles and practices of stage lighting including hanging and focusing lighting instruments.
- Principles and practice of theatre sound including use and placement of microphones, patching of audio signal paths, use of processing equipment, and speaker placements.
- Principles and practices of theatre rigging including use of a counterweight fly system, and operation of curtains and drops.
- Rope knots and use of wire rope.
- Principles of electrical theory as applied to electrical circuits and wiring systems.
- Methods and techniques of maintaining, installing and repairing electrical systems and equipment.
- Operating characteristics and application of electrical test equipment.
- Methods and techniques of troubleshooting electric and electronic systems and components.
- Occupational hazards and standard safety practices.

***Desired
Minimum
Qualifications:***

Ability to:

- Operate and maintain stage equipment including but not limited to stage lighting instruments, microphones, speakers, carpentry and electrical tools.
- Hang and focus lighting instruments.
- Repair electrical systems.
- Troubleshoot and repair electrical electronic malfunctions.
- Utilize an audio mixing console to “mix” audio for rehearsals and performances.
- Operate curtains and drops.
- Read and interpret blueprints, sound and lighting plots.
- Read and follow a script.
- Adapt to changing conditions.
- Problem solve and find quick solutions.
- Perform assigned work in accordance with appropriate safety practices and regulations.
- Learn and apply new information or new skills.
- Understand and carry out oral and written directions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Respond and perform assigned duties in the event of a City-declared emergency.

Competencies:

- Results Oriented
- Customer-Focused
- Problem Solver and Decision Maker
- Planner and Organizer
- Technically Knowledgeable

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Education and
Experience
Guidelines:**

Education:

Equivalent to the completion of the twelfth grade; supplemental college level course work in theatre arts or a related field is desirable.

Experience:

Three years of skilled-level experience in the maintenance and repair of buildings, facilities and equipment.

Licenses; Certificates; Special Requirements:

A valid Class C California driver's license is required.

A valid Class B California driver's license may be required for some positions.

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

**Physical and
Environmental
Conditions:**

Physical: Sufficient physical ability to work in a theatre setting; sit, stand, walk on level and slippery surfaces, reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement; lift, carry and push tools, equipment and supplies weighing 25 pounds or more; climb ladders, use power and noise producing tools and equipment, and drive motorized vehicles. **Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment. **Hearing:** Hear in the normal audio range with or without correction.

Environment: Theatre setting; may be required to work extended hours including nights, evenings, and weekends; occasionally works in outside weather conditions near moving mechanical parts; exposure to noise, dust, grease, fumes, gases, potentially hazardous chemicals, electrical energy, and inclement weather conditions including wet and/or humid conditions; works in precarious places; occasionally works around loud noise levels; interacts with City staff, other organizations and the public.

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the final qualifications of incumbents within the position.*

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.

Date Adopted: 7/5/03

Date Revised: