

CLASS TITLE: THEATRE TECHNICIAN

PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for the skilled supervision and operation of theatrical facilities, professional and volunteer staffs, maintenance and equipment, and other related assigned duties.

ESSENTIAL TASKS:

- Supervises and manage the installation and operation of theatrical systems and components, i.e., microprocessor-based control systems, electronic control and processing equipment, theatrical rigging and lighting systems, and audio and communication equipment common to large theatrical complexes
- Ensures safe practices and procedures are adhered by all entities on stage and in the facility.
- Provides technical support and creative support for any facility renter
- Inspects and determines the practicality and safety of systems and components supplied by traveling productions and local clients
- Develops and executes maintenance procedures for all theatrical systems and components as needed
- Manages, maintains, and repairs all theatrical equipment in advance to community partners and facility rental
- Plans and oversee facility projects, including equipment upgrades, facility alterations and technological advancements within the budget
- Directs and works closely with supervisors and renting productions to plan logistics for upcoming events
- Coordinates with production companies and other organizations to determine the use of shared facility spaces and equipment
- Must report to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED); and seven (7) years of progressively responsible experience in technical theater production; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities, and Skills: Considerable knowledge in lighting design, stage setting design and sound reproduction and reinforcement; good knowledge of the repair and maintenance of complex lighting, audio, and staging equipment; and good knowledge of occupational hazards of the theater and appropriate precautionary measures. Ability to learn new and varied technical stage systems; ability to train others in the performance of staging functions; ability to develop and understand CAD drawings; ability to work long and irregular hours; ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding; and the ability to maintain a high degree of attention in order to prevent injury to self and others. Skill in the use of tools and equipment used in the theater.

Physical Requirements: Physical requirements include frequent standing and walking; occasional lifting, carrying, pushing and pulling up to 60 pounds; frequent reaching, balancing, kneeling, bending, crawling, handling, feeling, climbing, smelling and twisting; and vision, speech must be highly refined to assure appropriate quality of lighting and sound; and hearing sufficient to perform essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Driver's License.

WORKING ENVIRONMENT: Working environment is primarily indoors and occasionally outdoors, and in inclement weather; may be exposed to dust, extreme heights, high noises, live electrical wires, and hazardous materials; and may be subject to working varied shifts, overtime, weekends, and holidays.

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Class Code: 3500

EEO Code: N-07

Pay Grade: AC-32

Group: Clerical and Administrative

Series: General Administrative

Effective Date: June 25, 2018