



Position Available
A1 Audio and Video Supervisor
2024-2025 Season

SKYLIGHT MUSIC THEATRE

Founded in 1959, Skylight Music Theatre is Milwaukee's professional Equity music theatre company and the largest employer of Wisconsin actors in the state. We are Milwaukee's Home for Music Theatre--the only professional Milwaukee arts company devoted solely to music theatre. Skylight produces the full breadth of music theatre ranging from blockbuster Broadway musicals to reimagined operas, and from exciting world premieres to contemporary off-Broadway hits. Skylight's mainstage home is the Cabot Theatre in the Broadway Theatre Center, which was built by Skylight in Milwaukee's Historic Third Ward in 1992. Considered to be one of Milwaukee's most beautiful theatres, the Cabot Theatre is based on the design of an 18th-century French opera house. With just 350 seats it offers audiences great views of the performance and allows audiences to feel close to the action and emotion onstage. Skylight Music Theatre marks its 65th season in 2024-2025. Skylight Music Theatre is a proud Cornerstone Member of the United Performing Arts Fund.

POSITION DESCRIPTION

- Responsible for implementing and maintaining the administrative and production functions of the Audio and Video Systems during the 2024-2025 theatre season, including both external rentals and Skylight-produced events.
- Serve as A1 for all Skylight Productions.

SUMMARY OF RESPONSIBILITIES:

- Lead in facilitating all audio needs for all rental events/productions, including the testing, maintenance and upkeep of all audio equipment, projectors, and sound equipment in the Cabot Theatre.
- Lead installs and technical rehearsals for all Cabot Theatre rental events/productions.
- Review sound plots to evaluate feasibility and implementation in the Cabot.
- Lead in preparing and installing equipment based on plots and designer supplied specifications; including but not limited to tech table set-up, i.e. tables, headsets, and video monitors, god mic, etc.
- Collaborate to produce show-related audio paperwork. Maintain neat + accurate records of design execution for a given production. Make archival copies of all paperwork and show files.
- Lead in testing, maintaining, and general upkeep of all audio and video distribution equipment for the space.
- Adhere to the proper shut-down of all audio, special effects, stage equipment and other electrical appliances, assuring that the theatre is left in a safe, secure, and appropriately lit manner and that equipment is locked in a secure place.
- Other duties as assigned

WORK SCHEDULE AND REPORTING:

- This is a Seasonal nonexempt position with the opportunity for paid OT when approved by the Director of Production or Artistic Director.

QUALIFICATIONS:

- 1-2 years Live Musical mixing experience.
- Experience with Qlab, Mainstage, and other professional live entertainment computer software.
- Professional experience with Yamaha Digital consoles, and Dante networks.
- Experience with and working knowledge of live entertainment multi projector systems and programming.
- Experience with both Audio and Video system network setup and troubleshooting.
- Experience with Show Control schemes (OSC, MSC, Midi, Timecode, etc.) is a plus.
- Experience with Shure ULXD, and Wireless Workbench a plus.
- Ability to work closely with people in a professional and positive manner.
- Proven leadership skills, ability to lead small teams to a successful and productive work environment.
- Ability to work closely and creatively with design teams, directors, and other members of the SMT staff.
- Proficiency with computers and standard office suite, ability to generate and maintain professional level paperwork and tracking for each production.

- Ability to multitask while maintaining productivity.
- Ability to remain levelheaded in high-stress environments.
- Able to troubleshoot under pressure and remain composed.
- Able to work independently, with limited oversight, and hit deadlines.

Generally, the successful candidate should have:

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BENEFITS

- Salary: Pay is DOE starting at \$18.75/hr. (\$750/week)
- Health, Dental, and Vision Insurance
- Life and Disability Insurance
- 403(b) plan

Starting date: Contract start date on or around August 26, 2024 with an end date of May 11, 2025.

Interested individuals should submit via an email a cover letter with resume to:

Matt Curtis

Director of Production

matthewc@skylightmusictheatre.org

Skylight Music Theatre is an equal opportunity employer