



FUNCTION: Studio Theatre Lighting/Audio Supervisor

- Lead in implementing and maintaining the administrative and production functions of the lighting/audio needs for the 2022-2023 season in the Studio Theatre (99 seat black box).
- Salary: **\$686 per week; Overtime Exempt; Benefit Eligible position**
- Dates: **September 5th, 2022 – May 7, 2023**

RESPONSIBILITIES:

- Lead in facilitating all lighting and audio needs for all rental events/productions, including the testing, maintenance and upkeep of all lighting/audio equipment, projectors, and sound equipment in the Studio Theatre.
- Lead installs and technical rehearsals for all rental events/productions.
- Review light/sound plots to evaluate feasibility and implementation.
- 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 lighting/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 lighting, audio and video distribution equipment for the space.
- Serve as the primary board operator for all rental events/productions. (ETC Nomad, QLAB)
- Adhere to the proper shut-down of all lighting/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.
- Attend all appropriate meetings as necessary, including but not limited to feasibility, production, department, and staff meetings as requested.
- Other duties as assigned by the Director of Production and Facilities.

SKILLS AND TRAINING:

- A BA or BFA in theatre or comparable professional experience, with training in technical theatre including but not limited to basic stagecraft, electrics, theatrical rigging, video/projections, sound reinforcement and design.
- Must be familiar with industry standard software; ETC EOS Systems, QLAB, Vectorworks and Lightwright. Dante certified level two or higher preferred. Experience with Yamaha digital consoles preferred.
- Computer proficiency as it relates to current lighting and sound technology, preferably both Macintosh and Windows environments. Must be able to multi-task and prioritize work on varied projects, whether physical or administrative.
- Ability/willingness to collaborate and work as a team member, while maintaining a positive attitude with a diverse staff through strong verbal and written communication and organizational skills.



PHYSICAL REQUIREMENTS:

- Must be able to lift 75lbs, and able to climb and work from ladders.
- Must have the vision, hearing, and dexterity to safely operate in a construction environment, operate hand and power tools, stage rigging and fine detailing work if necessary.
- This position has irregular hours with regular night and weekend responsibilities.

APPLY:

- Interested and qualified candidates should send a cover letter and resume to Joel Kipper, Director of Production & Facilities JoelK@SkylightMusicTheatre.org.
- Skylight Music Theatre is an Equal Opportunity Employer and encourages a diverse workforce. All gender and ethnic identities are encouraged to apply.

Revised: June 29th, 2022, by Director of Production and Facilities Joel Kipper