



## TITLE: TECHNICAL DIRECTOR

Department: Tour	Staffing Classification: Seasonal
Reports To: Production Manager & Tour General Manager	FLSA Status: Exempt
Date Approved:	Signature:

### JOB SUMMARY:

Assist and advise Production Manager in the planning and execution of all technical elements of the production. Lead and facilitate the operations of the technical department.

### ESSENTIAL FUNCTIONS:

(Majority of duties, but not meant to be all-inclusive nor prevent other duties from being assigned as necessary.)

1. Assist and advise Production Manager in planning and execution of technical needs of the production, including set, lighting, sound, effects, etc.
2. Responsible for the set-up and tear-down of lighting system, sound system, set pieces and any other technical equipment.
3. Work all performances; assisting Lighting and Sound Technicians, Head Rigger, and Production Manager.
4. Act as substitute light board operator, sound engineer, or follow-spot operator as needed.
5. Responsible for the maintenance and repair of lighting, sound, and electrical equipment.
6. Oversee the planning and execution of the safe and efficient loading and unloading of technical equipment for travel.
7. Work with Backlot Manager and technical team on set up and tear-down of lot power.
8. Set-up generator with technical team, and oversee generator maintenance with the Backlot Manager.
9. Communicate and liaison with Operations staff in regards to technical logistics.
10. Attend Department Head meetings.
11. Participate in state and local inspections as needed.
12. Drive company vehicles.
13. Assist in the set-up and tear down of back lot at the discretion of the Circus Operations Director. Duties may include but are not limited to: Setting and leveling bunkhouses, running hoses and electrical cords, setting up dishwashing station, setting up picnic tables and dining tent.
14. Other jobs as needed.

### KNOWLEDGE AND EXPERIENCE:

1. A thorough knowledge of technical and safety standards and practices in performing arts environments.
2. A cursory understanding of NEC and NFPA (experience in implementation is a plus.)
3. Ability to troubleshoot a basic theatrical lighting rig with intelligent fixtures (Hog experience is a plus).
4. Ability to troubleshoot a basic digitally distributed sound system (Dante certification is a plus).
5. Comfort in troubleshooting mid-performance in the presence of an audience.
6. Ability to troubleshoot weather related electronic malfunctions

7. Ability to work at heights.
8. Must be able to lift at least 50 pounds.

**WORKING CONDITIONS:**

(Typical working conditions associated with this type of work and environmental hazards, if any, that may be encountered in performing the duties of this position.)

Internal: Work is normally conducted in an office environment.

External: Work requires travel throughout Vermont and surrounding states in preparation for and while on summer tour.

**PHYSICAL DEMANDS:**

(The physical effort generally associated with this position.)

Work involves standing, walking, bending, kneeling, reaching, stooping, and other physical activities consistent with setting up heavy equipment. Work may include lifting, carrying or moving objects and equipment weighing over 50 pounds.

**SUPERVISION:**

Supervision is received from the Production Manager & Tour General Manager

**PERIOD OF EMPLOYMENT:**

This is an approx. three month seasonal position from June- August 2018.

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