CIRCUS SMIRKUS

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TITLE: TECHNICAL DIRECTOR

Department: Tour	Staffing Classification: Seasonal
Reports To: Production Stage Manager, Tour GM	FLSA Status: Exempt
Date Approved: Feb 15, 2024	Pay: $950-1050/wk

JOB SUMMARY:
Assist and advise Production Stage 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.)

- Assist and advise Production Stage Manager in planning and execution of technical needs of the production, including set, lighting, sound, effects, etc.
- Responsible for the set-up and tear-down of lighting system, sound system, set pieces and any other technical equipment.
- Work all performances, assisting Lighting and Sound Technicians, Head Rigger, and Production Stage Manager.
- Act as substitute light board operator or sound engineer as needed.
- Responsible for the maintenance and repair of lighting, sound, and electrical equipment.
- Oversee the planning and execution of the safe and efficient loading and unloading of technical equipment for travel.
- Working with Lighting and Sound Designers, oversee the ordering of the lighting and sound equipment for rental within budget.
- Work with Backlot & Maintenance Supervisor and technical team on setup and tear-down of lot power.
- Set up generator with technical team and oversee generator maintenance with the Backlot & Maintenance Supervisor.
- Communicate and liaise with operations staff in regard to technical logistics.
- Attend department head meetings.
- Work with Production Stage Manager to ensure that all lighting equipment, sound equipment, set, props and ring parts are in safe and good working condition for rehearsals and for all performances.
- Participate in state and local inspections as needed.
- Assure that all rented tech equipment is picked up on time and returned in good condition at the end of tour.
- Drive company vehicles.
- Assist in the set-up and tear down of back lot at the discretion of the Tour General Manager, and 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.
- Other jobs as needed.

KNOWLEDGE AND EXPERIENCE:

- A thorough knowledge of technical and safety standards and practices in performing arts environments.
- A cursory understanding of NEC and NFPA (experience in implementation is a plus.)
- Ability to troubleshoot a basic theatrical lighting rig with intelligent fixtures (ETC Ion experience a plus).

- Ability to troubleshoot a basic digitally distributed sound system (Dante certification is a plus).
- Comfort in troubleshooting mid-performance in the presence of an audience.
- Ability to troubleshoot weather related electronic malfunctions
- Ability to work at heights.
- 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 Stage Manager and Tour General Manager.

PERIOD OF EMPLOYMENT:
This is an approximately three-month seasonal position June 2-August 21, 2024.

To be considered for this position, please contact **jobs@smirkus.org**.
Interested parties please include:

- In the subject line, put "TOUR" in all caps and the job title that you are applying for
- Cover letter
- Resumé

CIRCUS SMIRKUS – A PROMISE OF INCLUSION
Circus Smirkus celebrates all types of peoples, cultures, and skills to showcase the multifaceted triumph of human abilities, particularly among our youth population. Joining Circus Smirkus – as a participant, an employee, a volunteer, or an audience member – means you belong. And to all who join, Smirkus asks for you to embrace our values and to help us create joy and magic for everyone who encounters a Smirkus program. We commit to providing everyone equal opportunity to shine— both in and out of the ring.

http://www.smirkus.org