



JOB DESCRIPTION

Title: **Technical Director**
Salary: Depends on Experience
Hours: Varies – Includes evenings, weekends and holidays as needed
Full Time: Exempt, Salaried Position
Reports To: Executive Director

SUMMARY

Alberta Bair Theater is seeking a Technical Director to manage all aspects of Technical Production Management in our newly remodeled 1400 Capacity Roadhouse Theater.

This position is responsible for:

- Advancing and overseeing all technical aspects of performer tech riders, frequently simultaneously.
- Communicating and coordinating with performers and/or their representative for all event production.
- Managing and reporting event operating budgets.
- Managing and maintaining all stage operations, production personnel, equipment, supplies.
- Acquiring and supervising all production crew and managing payroll reports.
- Fulfillment of every technical production aspect of each event.
- Working with the Executive Director to identify opportunities for theater/production improvement.

Professional Required Experience:

Stage operations with solid knowledge of theatrical staging, rigging, audio, lighting, and current safety regulations and practices, the ability to work in virtually any stage production capacity.

Skills Required/Ability to:

- Communicate successfully with the diverse roadhouse industry and staff, maintaining a calm and energetic work environment amid deadlines.
- Supervise and motivate staff.
- Operate basic audio equipment.
- Operate ETC lighting control boards and accomplish stage and lighting designs.

Basic Job Requirements:

- Maintain communications with the Executive Director and other departments.

- Work each event in an appropriate role within varying roles and assisting wherever needed.
- Competent computer and communication skills.
- Strong organizational skills.
- Knowledge of, and adherence to “safety first” procedures.
- Ability to:
 - Climb ladders.
 - Lift and carry up to 50 pounds.
 - Stand for long stretches of time.
 - See and hear activities on stage from any point in the seating area.

Success in this position will allow the right applicant to flourish autonomously while leading the production team to provide a measurably satisfactory customer experience to promoters and artists.

To apply send a letter of interest and resume to:

Jan Dietrich, Executive Director
abt@albertabairtheater.org