

Warren Wilson College

Position Description

POSITION TITLE: Theatre Technical Director

DEPARTMENT: Theatre

REPORTS TO: Chair, Theatre Department

FLSA STATUS: Exempt

POSITION SUMMARY:

The Theatre Technical Director is responsible for training, supervising and evaluating the work of the theatre crew; designing or supervising the design of the lighting and sets for three or four mainstage productions per year; and coordinating the use of the Kittredge Theatre by departmental and outside groups. The Technical Director will teach 8 to 10 academic credits per year, and has overall responsibility for all technical aspects of the Theatre.

SPECIFIC RESPONSIBILITIES:

1. Trains, supervises and evaluates the theatre work crew, approximately 13 to 17 students. Ten students under direct supervision often working with power tools, air tools and theatre equipment.
2. Instructs students on the use of Theatre lighting, sound, and counter weight systems.
3. Designs scenery and lighting and provides technical direction for 3 to 4 main stage productions each year plus 4 to 6 additional departmental events.
4. Teaches 8 to 10 academic credits per year to include Technical Theatre I, Technical Theatre II, Scene Design, Lighting Design and Theatre Practicum.
5. Maintains the Theatre lighting, sound, and counterweight systems.
6. Supervises the technical aspects of additional non-departmental uses of the Theatre/lobby.
7. Participates in all departmental curriculum planning; serves as advisor to appropriate students.
8. Serves as the Kittredge Theatre Building Manager during the academic year which includes scheduling, building maintenance, and cleaning supervision.
9. Serves as the Building Manager for Kittredge Theatre during the summer on a part-time, as needed basis.
10. Supervises the student crew for the summer use of Kittredge Theatre including Theatre lighting, sound and cleaning. Swannanoa Chamber Festival and The Swannanoa Gathering starts week 3 of the summer and continues through week 14, and includes multiple concerts, rehearsals and classes.
11. Facilitates activities for summer weeks 15 and 16 for new student orientation.

WORKING CONDITIONS:

Theatre environment
Requires some evenings and weekends

QUALIFICATIONS:

1. Terminal degree in theatre technology and design, MFA preferred.
2. Minimum of five years teaching experience.
3. Experience in theatre systems and building management
4. Must have a thorough understanding of all aspects involved in technical theatre, including construction, lighting, rigging and sound.
5. Excellent time management and people skills are a must, plus a focus on safety.