

AUDITORIUM TECHNICIAN

DEFINITION

Under general supervision, plans, supervises, and participates in the operation of a school auditorium; oversees the use of the stage and auditorium for all school and outside functions; oversees and participates in the operation and maintenance of stage equipment and sets; designs and executes audio systems, computerized lighting boards and sets; and performs related work as required.

LICENSE REQUIRED

Some positions may require possession of a valid and appropriate California driver's license.

CLASS CHARACTERISTICS

This single-position classification performs duties with a high degree of independence. General guidelines and a schedule are provided, and the incumbent has responsibility to manage the activities of the District's auditorium in an efficient manner. The incumbent is expected to work overtime as required and work a flexible schedule which may include evening hours and weekends.

EXAMPLES OF DUTIES

Directs the operation and use of the stage and auditorium for school and outside uses. *E*

Maintains the stage and auditorium in a clean and orderly condition by cleaning, sweeping, mopping, dusting, waxing, and polishing stage and auditorium floors, walls, furniture, and other equipment. *E*

Constructs stage settings and prepares and adjusts rigging, curtains, backdrops, props, computerized lights, and sound systems. *E*

Operates and maintains stage equipment, sound systems, and other projectors during rehearsals, productions, and lectures. *E*

Directs and monitors the use of stage equipment when used for outside functions. *E*

Directs and monitors the construction of flats and scenery and the operation of auditorium equipment, including power wood shop tools. *E*

Maintains an appropriate inventory of hand tools, supplies, and materials for use in designing and constructing. *E*

Performs minor maintenance on seats. *E*

Performs minor building and equipment maintenance; and performs maintenance painting. *E*

EXAMPLES OF DUTIES (cont.)

Confers with community members regarding use of auditorium and assists with technical preparations. *E*

Monitors budget; requisitions supplies and parts; and maintains labor and material records. *E*

Operates District vehicles. *E*

Assists instructors with District theater courses. *E*

Directs the work of assigned helpers. *E*

Performs related work as required.

MINIMUM QUALIFICATIONS

Knowledge of:

1. Stagecraft and operation, including rigging, slide picture projection, lighting, stage carpentry, set construction, and sound reinforcement;
2. Equipment and materials used in stage operation and their proper maintenance and repair;
3. Basic electronics theory and acoustics;
4. Principles, methods, procedures, and techniques of the maintenance and repair of complex electronic sound systems and computerized lighting boards;
5. Shop math applicable to stagecraft;
6. Proper methods, materials, tools, and equipment used in the custodial trade;
7. General principles of supervision and training;
8. Fire regulations; and
9. Appropriate safety precautions and regulations relating to power tools and electrical equipment.

Ability to:

1. Skillfully operate, coordinate, and supervise the operation of the auditorium;
2. Design and operate computerized lighting and audio systems;
3. Skillfully design, sketch, lay out, construct, and place stage equipment and sets;
4. Operate and repair stage and auditorium equipment and furnishings;
5. Operate power wood shop tools;
6. Perform minor building and equipment maintenance;
7. Maintain simple records;
8. Accurately estimate time, material costs, and monitor department budget;
9. Direct the work of others;
10. Operate a vehicle observing legal and defensive driving practices;
11. Plan work according to a highly flexible and complex schedule;
12. Understand and carry out oral and written instructions;
13. Establish and maintain effective relationships with those contacted in the course of work; and
14. Maintain work pace appropriate to given workload.

EDUCATION

Individuals possessing the knowledge, skills, and abilities listed above are considered to possess the necessary education.

EXPERIENCE

Recent responsible stage craft experience in theatrical productions, including a lead or supervisory capacity in stage management, set design and construction, and in operation, maintenance, and repair of stage and theatrical equipment.

WORKING CONDITIONS

Environment:

Indoor and outdoors work environment; and subject to driving a vehicle to conduct work and working evening or variable hours.

Physical Abilities:

Lifting and carrying heavy objects weighing up to 50 pounds; pushing or pulling items weighing up to 100 pounds; climbing ladders and working from heights; standing for extended periods of time; bending at the waist; and hearing and speaking to exchange information.

Hazards:

Working at heights on ladders or catwalks and exposure to extreme heat from stage lights.

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