LONG BEACH COMMUNITY COLLEGE DISTRICT

CLASSIFICATION
Performing Arts Production Technician

FLSA Status: Nonexempt
EEOC Job Category: Technicians
Union Representation: Represented

GENERAL PURPOSE
Under general supervision, provides skilled and complex technical support for theater and dance department productions, including set design and construction, lighting and sound; provides support for public and District functions held at District and department facilities; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS
Performing Arts Production Technicians are responsible for performing a wide variety of theater production, design and construction duties involving stage and set design and construction, sound and lighting. Incumbents are also responsible for providing training and work direction to crews on the proper use and operation of theater production, lighting and sound equipment and principles and practices of shop safety.

Performing Arts Production Technician is distinguished from Performing Arts Production Manager in that an incumbent in the latter class is responsible for planning, managing and coordinating all aspects of theater and dance department productions in the District’s performance facilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES
The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Provides technical support for theater, dance and music department productions; determines set, design, equipment, lighting and sound needs for productions.

2. Designs, constructs, paints, welds, laminates, rigs, sets up and strikes sets and scenery; reads and interprets blueprints, drawings and sketches; operates a variety of carpentry, electrical, plumbing and other construction trades tools and equipment to construct sets according to design plans; performs general carpentry tasks as assigned.

3. Designs, plots, sets up and cues the theater lighting system for stage sets; hangs, cables, wires, colors and focuses lights; programs light boards; determines proper cabling routes, dimmer and cable loads; tests, troubleshoots and makes repairs to electrical systems to ensure proper operation.

4. Locates and constructs sound cues from sound effects library or creates original sound effects using a digital workstation and multi-track sound editing software; designs and orders sound effects in proper sequence; adds and documents music cues; sets up and tests soundboards, amplifiers, CD players,
mini-disk and cassette decks, microphones, speakers and related cabling; troubleshoots, maintains and makes repairs to audio equipment and systems; performs sound reinforcement functions.

5. Operates a variety of control equipment including but not limited to lighting equipment, film/slide projectors, video equipment, computer controlled light consoles, welding equipment and a variety of hand and power tools; investigates, diagnoses and resolves technical malfunctions.

6. Works with vendors regarding the purchase, repair and servicing of theater equipment; picks up and delivers equipment, tools and materials as needed; maintains records regarding equipment and supplies inventories and the condition of the auditorium and theater facilities.

7. Assists in maintaining the auditorium and theater facilities in a clean, safe and orderly working condition; reports needed repairs and unsafe and hazardous conditions to appropriate personnel.

8. Provides training and work direction to student crews on the proper use and operation of theater production, lighting and sound equipment and tools.

OTHER DUTIES
1. Researches and evaluates new technologies and recommends purchases.

QUALIFICATIONS

Knowledge of:
1. Stage craft principles and practices, including carpentry, lighting, sound production, welding, painting, plumbing and general maintenance skills.
2. Lighting design and control principles and techniques.
3. Principles and practices of set design, layout and construction.
4. Technical aspects of lighting, audio, sound effects and set construction.
5. Color coordination and scene painting.
6. Proper operation and maintenance of specialized theater production equipment.
7. Basic electrical, electronic and mechanical principles applicable to stage equipment.
8. Methods, equipment and materials used in general maintenance work.
10. Principles and practices of recordkeeping and inventory control.
11. Safe work methods and safety regulations pertaining to the work.

Ability to:
1. Read, understand and apply plans, plots, drawings, diagrams, blueprints, sketches and other stage directions.
2. Design, construct, set up and strike theater sets.
3. Maintain theater areas in a safe, clear and orderly condition.
4. Understand, interpret, apply and explain technical requirements and applicable safety regulations.
5. Operate and maintain a variety of specialized theater production equipment.
6. Communicate clearly and effectively, both orally and in writing.
7. Exercise sound, independent judgment within established guidelines.
8. Understand and follow oral and written directions.
9. Exercise tact and diplomacy in dealing with sensitive and complex issues and situations.
10. Establish and maintain effective working relationships with District management, staff, students and others encountered in the course of work.

Education, Training and Experience:
A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D. equivalent; completion of college-level coursework in theater production; and three years of progressively responsible carpentry, electrical, lighting or sound experience in a technical theater production environment; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:
A valid California driver’s license and the ability to maintain insurability under the District’s vehicle insurance policy.

PHYSICAL AND MENTAL DEMANDS
The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands
While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk or sit; climb and work up to heights of 100 feet for prolonged periods; stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to 50 pounds and frequently over 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
Mental Demands

While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop mathematics; observe and interpret situations; deal with changing, intensive deadlines; and interact with District management, staff, students and others encountered in the course of work.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employees work in a community college theatre, and the noise level is frequently loud. Employees are frequently exposed to fumes or airborne particles, toxic or caustic chemicals, falls from heights up to 100 feet and risk of electrical shock.