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|-------------------|---------------------------------|--------------------|--------------------------|
| Job Title | Theater Arts Technician I | Job Code | AA0711, AA0712 |
| Pay Plan | USPS | Pay Grade | 15 |
| Union | AFSCME | FLSA Status | Exempt/Non-Exempt |
| Job Family | Academic and Program Management | Union Code | 22 |
| | | Subfamily | Fine and Performing Arts |

Job Family & Subfamily Summary

Academic and Program Management Professionals develop, administer, or support programs that enhance the learning environment for students or faculty development.

Fine and Performing Arts Professionals provide the university with all aspects of services related to fine and performing arts productions. Develop, design, and produce performances, exhibits, and screenings of artistic material. Train and instruct students on the management of theatres and arts venues. Provide technical instruction and expertise on the design and creation of art within a variety of mediums.

Job Summary

Coordinates theater operations, including student supervision, organization, maintenance, construction, and production support. May instruct classes and labs in area of responsibility. Works with Production manager to maintain the facilities, calendars, and rehearsal schedules.

Representative Duties

1. Theater Operations

- Coordinates installation and operation of electrical equipment and lighting
- Schedules costume build for productions, including cutting/draping, training wardrobe crews, fitting schedules, and costume shop meetings
- Builds scenery and props for shows and oversees student propmasters
- Attends production, design, costume shop, and technology area meetings

2. Theater Maintenance

- Monitors and maintains sound and lighting equipment
- Oversees maintenance of scene shop, costume shop, costume storage, and incoming rentals, equipment, and supplies

3. Instruction

- May teach courses in related subject area
- Evaluates and offers constructive feedback to students and crew

Education, Experience, Skill Requirements

| | Required | Preferred |
|--------------------------------------|-----------------------------------|-----------|
| Education Level | High School Diploma or Equivalent | |
| Certification(s) | | |
| Licensure(s) | | |
| Work Experience | | |
| 0+ years of relevant work experience | | |
| Additional Requirements | | |
| | | |

Physical/Environmental Demands

Outside of a standard office environment with specific physical demands

Level Addendum

Career levels exhibited in this role are listed below. The extent of representative duties listed above will vary in accordance with level of scope, autonomy, and experience described below.

Level I

- Work is closely supervised
- Problems faced are not typically difficult or complex
- Explains facts, policies and practices related to job area

This general outline illustrates the type of work that characterizes the job. The statements in this job description are not intended to be an exhaustive list of all duties, responsibilities and qualifications required of the job.