



Job Title	Theater Arts Technician II, III	Job Code	AA0713, AA0714, AA0715
Pay Plan	A&P	Pay Grade	16,17
Union	Non-Union	FLSA Status	Exempt/Non-Exempt
Job Family	Academic and Program Management	Union Code	0
		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 supervision, organization, maintenance, construction, and production support. Instructs classes and labs in area of responsibility. Maintains 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
- Oversees and participates in drafting and building of sets
- Oversees lighting design implementation and training of student crews for lights
- Attends production, design, costume shop, and technology area meetings

2. Theater Maintenance

- Monitors and maintains sound and lighting equipment
- Oversees maintenance of costume shop, costume storage, and incoming rentals, equipment, and supplies
- Supervises Theater Technician I
- Maintains the facilities and plans for upgrades in the theater

3. Instruction

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

Education, Experience, Skill Requirements		
	Required	Preferred
Education Level	Bachelor's	Master's
Certification(s)		
Licensure(s)		
Work Experience		
See Level Addendum below		
Additional Requirements		

Physical/Environmental Demands
Outside of a standard office environment with specific physical demands

Level Addendum
<i>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.</i>
Level II
<ul style="list-style-type: none"> • 0+ years of relevant work experience • Works independently with general supervision • Problems faced are difficult but typically not complex • May influence others within the job area through explanation of facts, policies and practices
Level III
<ul style="list-style-type: none"> • 2+ years of relevant work experience • Managing projects / processes, working independently with limited supervision • Coaching and reviewing the work of lower level professionals • Problems faced are difficult and sometimes complex

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.