



POWERFUL STORIES. BOLDLY TOLD. 40 YEARS STRONG.

163 3RD ST N, ST PETERSBURG, FL 33701

For Immediate Release

June 4, 2018

Contact: The American Stage

Marketing Team

(727) 823-1600 x 209

employment@americanstage.org

American Stage Announces Assistant Technical Director Position

- **Status:** Full Time / Regular / Exempt
- **Reports To:** Technical Director/Production Manager
- **Salary:** DOE + Benefits

St. Petersburg, FL – American Stage is currently hiring an Assistant Technical Director (ATD). The ATD will assist the Technical Director (TD) in all areas of the preparation, assembly, installation, and strike of American Stage productions and projects as assigned by the Technical Director and/or the Production Manager.

ESSENTIAL FUNCTIONS:

- Maintain a safety-oriented work environment and practice while cultivating safe work practices in the shop, theatre, and other venues during load-in, strike, and day-to-day operations
- Oversee and participate in the construction of all theatrical scenery, large furniture, and other carpentry projects.
- Participate and/or oversee load-in, and strike of all ASTC mainstage, educational, and American Stage in the Park, productions.
- Oversee and instruct the Apprentice team as they assist the production
- Assist the master electrician with lighting focus, including hanging theatrical lighting equipment, recabeling and troubleshooting as needed.
- Assist in the accurate budgeting of materials and labor for each American Stage production as directed by the TD based on Scenic Drawings and Renderings, including preparation of budget templates and build, load-in, and strike schedules.
- May be responsible for producing or assisting in the creation of CAD drawings in Vectorworks 2018 as outlined by the TD's production timeline.
- Assist in the acquisition of materials and special order products or equipment with ample lead time on both ASTC productions and various special projects as directed by the TD
- Facilitate clear and effective communication between the TD and 2nd Carpenter, overhire teams, and apprentices, ensuring teams have an understanding of the full design and the scope of each project, through various modes of communication: drawings, written, and verbal.
- Assist with planning and follow through of scene shop and facilities improvements for the production department and special projects for production as assigned by the TD
- Assist in the maintenance of equipment and production facilities
- Act as Technical Director in the absence of the Technical Director; to include, but not limited to, attending Design and Production Meetings, Technical and Dress Rehearsals, and other meetings/events as directed by the Technical Director or Director of Production.

CORE COMPETENCIES:

- Demonstrated and extensive knowledge of standard theatrical construction methods, materials, and equipment
- Demonstrated knowledge of drafting standards, primarily Vectorworks 2018
- Demonstrated planning and organizational skills
- Demonstrated ability to work independently or as part of a team

- Demonstrated knowledge of theatre history
- Demonstrated attention to detail and accuracy in typing, proofing, and drawing materials
- Working knowledge of lighting and theatrical scenery
- Working knowledge of AC and DC power supplies including single and three phase

OTHER ACCOUNTABILITIES:

- Regularly attend Technical and Dress Rehearsals in conjunction with/in place of the Technical Director
- Special Events: Works with Development, Director of Production and the Artistic Director in the scheduling, logistics and technical requirements of company events program
- Rental Program: Support technical needs of the facility rental
- All work is performed with a direct reflection of the Mission, Vision and Values of American Stage Theatre

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Ability to lift, push, pull or otherwise maneuver up to 70 lbs repeatedly, either alone or with assistance.
- Comfortable working on ladders, mechanical lifts or other high places.
- Comfortable working in confined spaces.
- May be required to work nights and weekends.

EDUCATION, LICENSURE, CERTIFICATIONS AND EXPERIENCE:

- BFA in Technical Direction or a combination of education and work experience that yields the required skills and abilities.
- Valid Driver's License is required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to produce construction drawings, from concept to shop floor, using both 2D and 3D Vectorworks drafting techniques
- Ability to project material and labor costs for scenic units
- Ability to set priorities, meet deadlines, manage personnel and projects, and multitask
- Ability to communicate orally and in writing
- Ability to creatively troubleshoot and problem solve
- Ability to interact with all levels of the organization
- Ability to navigate the internet and source unique materials and equipment from a variety of vendors
- Working knowledge of MS Office including MS Word, Excel, Powerpoint, and Outlook
- Familiarity with concepts of structural design, geometry, algebra and trigonometry.
- A demonstrated knowledge of stage operations.
- Working knowledge of special effects and how they are achieved
- Willingness to operate the shop Panel/Cargo Van and other large vehicles as necessary
- Ability/willingness to operate box trucks up to 26' long.

TO APPLY: Please send cover letter and resume in pdf to employment@americanstage.org by July 10, 2018.

SERVICE & FACILITIES

Physical Accessibility: The theatre features accessible parking, entrances, restrooms, and seating.

*Displaying a valid disabled parking permit will allow you to park at City metered spaces for FREE, for as long as your event requires, including those posted with time limit signs (green signs). **This does not apply to loading zones or otherwise restricted parking signage (red signs).***

Large Print Program: Theatregoers may peruse large print programs for each Mainstage production.

Listening System: Theatregoers may enjoy the free infrared listening system from any seat.



AMERICAN STAGE | AS/40

American Stage celebrates **40 Years Strong** this season. Since 1977, American Stage, has contributed to the vitality of Tampa Bay as a regional professional theatre. American Stage's mission is to reinforce the power of live theatre with high quality productions that excite and challenge a diverse audience. Our year-round programming seeks to realize this through our Mainstage season, Spotlight Series, 21st Century Voices: New Play Festival, American Stage in the Park and Improv. American Stage Education's offerings include award-winning Teaching Artist Outreach focused on bringing theatrical arts experiences to underserved populations, helping them to excel onstage & beyond.

We believe that through the telling of dynamic stories, live theatre has the power to unite us in our shared experiences and to deepen our connection to one another through the illumination of diverse perspectives. American Stage artists and stakeholders are responsible for helping a small theatre touring company blossom into a thriving world-class professional theatre providing nearly 70,000 Tampa Bay residents and tourists with accessible, relevant art and arts education annually.

Powerful Stories. Boldly Told. 40 Years Strong.

SOCIAL MEDIA



@americanstage

BOX OFFICE INFORMATION:

Phone: (727) 823-PLAY (7529)

Email: BoxOffice@americanstage.org

Location: 163 3rd St. North, St. Petersburg, FL 33701

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