



**ALVERNO COLLEGE**  
ESTABLISHED 1887

**Student Employee Job Description**

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**Position Title:** Theatre Technician

**Date:**

**Department:** Theatres

**Status:** Student Employment

**Reports To:** Technical Director, Rollie Layman **Salary:** \$10/hr

<p><b>Primary Function:</b> Set up, run, and tear down of lighting, sound, staging, sets, rigging, and other technical theatre equipment; set construction; maintenance of theatrical equipment; assist performers with technical needs; run crew for events</p>
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**Principal Responsibilities**

1. Set up, run, and tear down of lighting and sound equipment, rigging, and other technical theatre equipment as directed by Technical Director.
2. Set construction – use of power tools to build sets for performances; setup and strike of sets, scenery, staging.
3. Run-crew (stagehand, light op, sound op, house manager) for performances and other events
4. Perform basic theatre maintenance including, but not limited to, changing lamps, and maintaining theatre lights, sound equipment, cables, and other theatrical equipment.
5. Clean equipment and theatre following performance.
6. Comply with safety procedures and maintain clean and orderly work areas.
7. Consistently use any of the Alverno eight abilities whenever applicable (communication, analysis, problem solving, valuing, social interaction, developing a global perspective, effective citizenship, and aesthetic engagement) to perform work.
8. Perform other tasks as necessary to support the mission of the College.

**Qualifications**

1. Must be a currently registered Alverno student. Must meet Financial Aid Satisfactory Academic Progress requirements.
2. Experience or strong interest in roadhouse or technical theatre is preferred.
3. Willingness to learn
4. Requires strong organizational skills and the ability to multi-task, prioritize, and work with frequent interruptions. Must have the ability to professionally respond to variations in schedules and plans.
5. Requires the ability to work independently as well as collaborate with others.

6. Requires the ability to communicate and respond to both internal and external customers professionally and in a timely manner.
7. The ability to read and interpret diagrams and work orders is preferred.
8. Must be able to work a flexible schedule to include weekends, 1<sup>st</sup> and 2<sup>nd</sup> shift.
9. Must have good math skills including the ability to count and use fractions.
10. Requires the ability to work independently and to apply common sense understanding to carry out instructions furnished in written, oral or diagram form.
11. Requires basic problem-solving skills.
12. Must be able to work safely, accurately and efficiently including the ability to use hand tools and read a tape measure.
13. Requires the ability to freely move throughout the facility and grounds, Must have the ability to frequently lift and/or move up to 35 pounds and occasionally lift and/or move up to 50 pounds. Must have the ability to talk and hear. Specific vision abilities required by this job include close vision. Must have good manual dexterity and be able to work from elevated and/or uneven surfaces.

### **Working Conditions**

Theatre stage and scene shop

May be some exposure to hazardous materials, saws, and other construction equipment

### **Notes**

- Pay rate determined by Financial Aid
- Length of employment is based on job availability, funding and employee performance. Start and End Dates of position to be determined.
- Performance evaluations are determined by the department. Please contact the supervisor for more information.

**If interested in applying please contact Technical Director**

**Ready to apply? Click [HERE](#) to complete your application.**