

Posting Date: March 2024

Position: Theater Technician

Department: Alverno Presents

Hours per Week: On-Call

Founded in 1887, Alverno College is a four-year, Catholic liberal arts college for undergraduate women sponsored by the School Sisters of St. Francis. The college also offers a robust array of graduate and degree completion programs for women and men. Student learning and personal and professional development are the central focus of everyone in the Alverno College community. As Wisconsin's first designated Hispanic-Serving Institution, Alverno enrolls a highly diverse student body of virtually every demographic and experience. It is an institution that has revered tradition and encouraged innovation for more than 130 years.

### **Primary Duties and Responsibilities**

*The following information is not meant to be all-inclusive.  
Other duties and responsibilities may be assigned as necessary.*

Set up, run, and tear down of lighting and sound equipment, rigging, staging, and other technical theatre equipment as directed by Technical Director. Unload equipment from truck. Pack and reload truck following performance. Run-crew (stagehand) for performances and events. Perform basic theatre maintenance including, but not limited to, changing lamps, and maintaining theatre lights, sound equipment, cables, and other theatrical equipment. Clean equipment and theatre following performance.

### **Qualifications**

1. Experience or strong interest in roadhouse or technical theatre is preferred.
2. 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.
3. Requires the ability to work independently as well as collaborate with others.
4. Requires the ability to communicate and respond to both internal and external customers professionally and in a timely manner.
5. Must be able to work a flexible schedule to include weekends, 1<sup>st</sup> and 2<sup>nd</sup> shift.
6. Must have good math skills including the ability to count and use fractions.
7. Must be able to apply common sense understanding to carry out instructions furnished in written, oral or diagram form.
8. Requires basic problem-solving skills.
9. Must be able to work safely, accurately and efficiently including the ability to use hand tools and read a tape measure.
10. 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.

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### **Education**

High school diploma is preferred.

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### **How to Apply**

Apply on-line at <https://www.alverno.edu/jobs/apply/login.php>.

Please attach your cover letter, resume, and list of references to the online application

Alverno College is an Equal Opportunity Employer and committed to workplace diversity