

Technical Director/Shop Supervisor
Seattle University

Direct Link: <https://www.AcademicKeys.com/r?job=232948>

Downloaded On: May. 9, 2024 11:32am

Posted Mar. 14, 2024, set to expire Jul. 11, 2024

Job Title Technical Director/Shop Supervisor
Department Theatre
Institution Seattle University
Seattle, Washington

Date Posted Mar. 14, 2024

Application Deadline Open until filled
Position Start Date June 2024

Job Categories Lecturer/Instructor
Professional Staff

Academic Field(s) Drama/Theater/Theater Education

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Job Description

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Technical Director/Shop Supervisor

FLSA Status:Nonexempt

Employment Status: Full-Time

Work Model:Hybrid Available

Seattle University will be one of the most innovative and progressive Jesuit and Catholic universities in the world, educating with excellence at the undergraduate, graduate, and professional levels. We embrace an intersectional framework for defining diversity in its broadest sense, including differences in gender, gender identity, race, ethnicity, generational history, culture, socioeconomic class, religion,

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sexual orientation, national origin, citizenship status, political perspectives, geographic origin and physical ability. Seattle University strives to be a welcome, open and safe campus climate for all who learn, live and work at Seattle University.

Position Description

The Theatre program at Seattle University is seeking a technical director and shop supervisor. This is a full-time staff position with part-time status in July and August. This position requires expertise in multiple theatrical areas including technical theatre, student training and support, scene shop and front of house management.

This position has a start date of June 3rd, 2024.

Essential Functions:

Attending tech and dress rehearsals for all mainstage productions.

Organizing and managing all scenic and prop storage area.

Purchasing, receiving and inventorying all scenic equipment and supplies.

Setting and enforcing safety guidelines and familiarity with OSHA safety standards.

In conjunction with the Production Manager, creating shop timelines (inclusive of design deadlines plus associated deliverables), budgeting and build deadlines, install and strike timelines per project, and interfacing with the Hedreen Gallery schedule.

Working on occasional evenings and weekends.

Collaborating with faculty and guest directors and designers.

Assisting with potential summer residency projects/productions in the Lee Center Theatre.

Coordinating with Facilities on Lee Center Building Functions.

Must be open to collaboration with faculty and students in a multi-disciplinary performing arts department that includes drama, music and visual art.

Additional Functions:

Teaching courses in basic Stagecraft, Drafting, Props fabrications, potentially in conjunction with other

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faculty in the theatre program.

Qualifications

Qualifications:

Minimum of 3 years of related experience.

Must be familiar with all aspects of technical theatre production.

Expert knowledge of theatrical scene shop tool use and maintenance.

Expertise in welding, rigging, and carpentry for theatrical scenery.

Basic knowledge of theatrical show automation, lighting & sound systems, electrical concepts, paints, and props.

Computer Skills: Knowledge of AutoCAD or VectorWorks, Microsoft Office Suite.

Good working knowledge/basic skills in financial administration & maintenance of theatre production budgets.

Experience in supervising crews, training and leading teams of workers (work study students) with varying levels of experience on the safe operations of all shop, rigging, lighting, and sound equipment.

Excellent oral and written communication skills analytical ability required.

Participation in program and department planning meetings.

This position requires a criminal history background check.

Valid Driver's license.

Preferred Qualifications:

MFA or equivalent degree/professional experience in a theatrical or related field.

Working with students in a mentorship/instructional capacity.

Application Instructions

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otherwise specified.

Compensation at a Glance:

Salary Range: \$56,000 - \$58,000

Seattle University has provided a compensation range that represents its good faith estimate of what the University may pay for the position at the time of posting. The salary offered to the selected candidate will be determined based on factors such as the qualifications of the selected candidate, departmental budget availability, internal salary equity considerations, and available market information, and not based on a candidate's gender or any other protected status.

Your total compensation goes beyond the number on your paycheck. Seattle University provides generous leave, health plans, and retirement contributions that add to your total compensation package.

Benefits at a Glance:

Consistent with its fundamental Jesuit values, Seattle University offers a wide range of benefits designed to care for the whole person. Choose from three different medical plans, a dental, and vision insurance programs. Protect your income with life, short & long-term disability coverage. Plan for your future with up to a 10% employer contribution for retirement benefits, comprised of a 5% nonelective employer contribution and an additional dollar-for-dollar match of your voluntary contributions up to a maximum of 5%. You may also take advantage of 100% paid tuition benefits for the employee and dependents, a subsidized transportation benefit, a wellness program with free access to an onsite fitness facility, and a wide variety of campus events. Enjoy a generous holiday schedule, including a paid Holiday break closure in December, vacation and paid sick leave, and paid community service leave. For more information explore the Benefits website at: <https://www.seattleu.edu/hr/benefits/>

To apply: <https://seattleu.csod.com/ats/careersite/JobDetails.aspx?id=2442&site=2>

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Theatre
Seattle University

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