AUBURN
Human Resources

Sr Tech, GPAC Production

Job Description

JOB INFORMATION

Job Code	AB26
Job Description Title	Sr Tech, GPAC Production
Pay Grade	TA06
Range Minimum	$38,710
33rd %	$45,160
Range Midpoint	$48,390
67th %	$51,610
Range Maximum	$58,060
Exemption Status	Non-Exempt
Organizational use restricted to the following divisions	114 AVP, Administrative Effectiveness
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JOB FAMILY AND FUNCTION

Job Family:	Theatre & Arts
Job Function:	Production & Administration

JOB SUMMARY

Reporting to the GPAC Production Manager, the Sr Tech, GPAC Production is responsible for executing all aspects of a specific functional area—audio, lighting, or stage operations—as well as the coordination of related technical elements throughout productions presented at the Jay & Susie Gogue Performance Arts Center (GPAC), a multi-use performing arts venue.

RESPONSIBILITIES

- Able to demonstrate proficiency in a specific area of production and in maintaining a safe work environment.
- a. Audio: May act as Sound Board Operator (Al or A2) for productions, providing a professional audio mix as front-of-house engineer and/or monitor engineer on any given production. Coordinates and actively participates in the installation and operation of all sound and projection systems. This may include setting up and "ringing out" a live and/or reinforcement audio system with a full complement of wired and wireless microphones, stage and in-ear monitors, direct inputs, outboard gear, assisting with back line set-up, and striking of all equipment for each event.
- b. Lighting: Acts as the lighting board operator or deck electrician for productions. Coordinates and actively participates in the installation and execution of lighting for performances, including preparing, hanging, circuiting, programming, and focusing stage lighting fixtures, as well as striking all lighting equipment for each performance and event. Lighting fixtures may include conventional, LED, moving fixtures, and others.
- c. Stage Operations: Acts as the fly operator or deck carpenter for productions. This can include automated and manual rigging systems, dance flooring installation, pit lift systems, chain motor operation and maintenance, and acoustic shell installation.
- Coordinates with the Production Managers regarding the respective functional operations in compliance with the Gouge Performing Arts Center's vision and mission for excellence including planning, development, set-up, testing, implementation, and maintenance of equipment for operations. Collaborates with visiting workforce when required.
- Coordinates with the Production Managers respective functional support for all building operations and events while demonstrating excellent customer service to all patrons, artists, and clients by advising during presenting and rental contract negotiations as to the capabilities of the spaces and available equipment.
- Monitors and implements industry best practices for the respective functional area, particularly in relation to health & safety, in all GPAC spaces. Provide regular updates to the Production Managers and Director of Production on the areas of responsibility.
- Trains and coordinates students, TES, and contracted employees involved in audio and video production operations of the GPAC.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Technical Theatre or a related field is preferred.		0 years of		
High School Diploma or GED		and	2 years of	Hands-on experience in theater operations, including audio, video, lighting systems, and stage operations for live performances and/or touring productions.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Proficient knowledge of the methods, tools, and techniques used in the audio, video, lighting, and stage operation elements of production.	
Knowledge and proficiency in live mixing multi-channel analog/digital mixing consoles, DANTE audio networks, managing multiple channels of wireless microphones and in-ear monitors.	
Knowledge of video streaming operations.	
Knowledge and proficiency with ETC dimmers and consoles; programming, maintaining, and repairing conventional, LED, and moving fixtures; ETC architectural lighting control systems; and working at heights safely.	
Knowledge of standard theater rigging.	
Working knowledge of AC and DC electricity, DMX and Ethernet data control systems.	
Knowledge and proficiency with single purchase fly system operations.	
Knowledge of proper operation and maintenance of chain motors and pit lifts.	
Knowledge and proficiency safely working at heights.	
Ability to handle multiple tasks with accuracy and to establish and meet deadlines in a timely manner.	
Exceptional communication and collaborative skills with demonstrated ability to work on a team.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
Cardiopulmonary Resuscitation (CPR)		within 30 Days	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Labor & Trades

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting		X				
Lifting			X			100 lbs
Climbing				X		
Stooping/ Kneeling/ Crouching				X		
Reaching				X		
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures				X	
Hazards					X
Wet and/or humid			X		
Noise					X
Chemical			X		
Dusts			X		
Poor ventilation			X		

Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.