

JOB DESCRIPTION

BAND GRADE SUBGRADE WORKING CONDITIONS

JOB TITLE

Scene Design and Set Construction

CONTRACT REFERENCE

FEA Master Agreement

TITLE OF IMMEDIATE SUPERVISOR

Play Director

VERSION DATE

January 2016

JOB SUMMARY

To oversee all aspects of scene design and set construction.

TASK NO.

The essential functions of this job include, but are not limited to, the following fundamental job duties:	
1.	In collaboration with the director, determine scene design and set construction for the production.
2.	Design sets and construction to comply with the overall vision of the director.
3.	Work in collaboration with all entities of the production.
4.	Stay within the allotted budget determined by the director.
5.	Maintain a clean and healthy construction area and prop room which complies with district and state standards.
6.	Maintain a system to ensure props are clean, orderly, and well cared.
7.	Train students and volunteers to use quality and safe construction tool techniques.
8.	Attend all meetings related to the production.
9.	Other assigned duties by the director.
10.	Report any issues of concern regarding safety, conflict, staffing, students, and parents to the director.

QUALIFICATIONS (Specific training or job experience required before appointment)

- Background in theater/drama preferred
- Scene design and set construction experience preferred

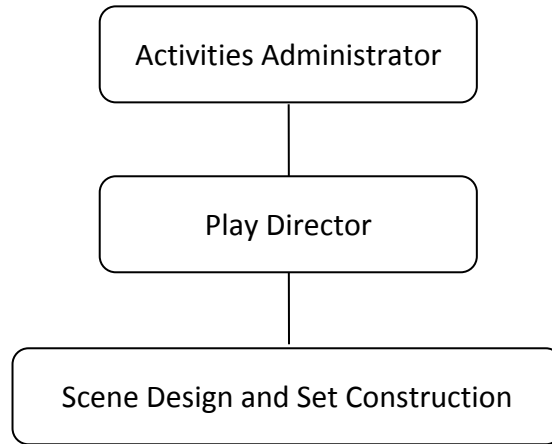
JOB TITLE

Scene Design and Set Construction

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CONTRACT REFERENCE

FEA Master Agreement

ORGANIZATIONAL RELATIONSHIPS

SYMBOLS

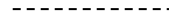
DIRECT SUPERVISION



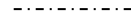
INDIRECT SUPERVISION



WORK DIRECTION



ADVISE/INFORM

**PHYSICAL FACTORS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employed is regularly required to talk, hear, climb, balance, stoop, kneel, reach for objects, stand, walk, push, pull, lift, and use hands to grasp and feel. The employed must frequently lift and/or move up to 25 pounds, occasionally being required to lift and/or move up to 40 pounds or more. Specific vision abilities required include close vision, distance vision, and the ability to adjust focus.

NON EXEMPT

Not to exceed 40 hours per week.