



JOB DESCRIPTION

BAND GRADE SUBGRADE WORKING CONDITIONS

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|--------------------|---------------------------|
| JOB TITLE | CONTRACT REFERENCE |
| Technical Director | FEA Master Agreement |

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|--------------------------------------|---------------------|
| TITLE OF IMMEDIATE SUPERVISOR | VERSION DATE |
| Play Director | January 2016 |

JOB SUMMARY

To assist the director in all aspects of the production as assigned.

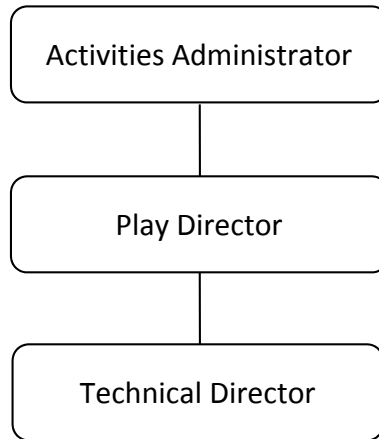
TASK NO.

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| The essential functions of this job include, but are not limited to, the following fundamental job duties: | |
| 1. | Collaborate with the director and technical staff to develop a technical vision for the production. |
| 2. | Under the supervision of the director, handle all scheduling related to the auditorium and the technical entities usage of time and space. |
| 3. | Coordinate volunteer helpers of assistance in technical aspects to ensure a quality production. |
| 4. | Attend all meeting related to the production. |
| 5. | Ensure proper communication related to practices, run-throughs, rehearsals and final production needs regarding all technical aspects of the production. |
| 6. | Ensure proper training for all student technical production members. |
| 7. | Collaborate with the auditorium coordinator and district technical staff to ensure a quality production. |
| 8. | Report any issues of concern regarding safety, conflict, staffing, students, and parents to the activities administrator. |
| 9. | Other duties as assigned. |

QUALIFICATIONS (Specific training or job experience required before appointment)

- Background in theater/drama preferred
- Experience as a technical director preferred
- Technical drama experience required

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.