

# J O B   D E S C R I P T I O N



POSITION: TECHNICAL DIRECTOR  
REPORTS TO: Production Manager  
SALARY RANGE: \$88,000 - \$95,000 Annually  
STATUS: Full-time, Exempt  
START DATE: Start date negotiable

## **ABOUT THE POSITION**

South Coast Repertory seeks a Technical Director to lead and supervise our scenery department, which includes a full-time Assistant Technical Director, Master Carpenter, Automations Operator, and a part-time team of overhire carpenters. This team is responsible for budgeting, constructing/installing, and maintaining the show scenic elements for our 8-show season, conservatory productions, and special events. A great fit for this role means you enjoy collaborating with a diverse group of designers and leading a team of artisans with clear expectations for project completion dates and design execution. Ideal candidates will have demonstrated drafting, carpentry, and management experience.

## **ABOUT THE ROLE**

### *Management & Leadership:*

- Lead and motivate the scenery department through the build and installation of each show design execution. This includes hiring, training, and evaluating your team, as well as scheduling overhires as needed.
- Maintain regular communication of project progress and budget statuses to production management and designers.
- Collaborate and communicate with a diverse group of designers each season.
- Attend and participate in all production meetings and relay design information to the scenery department.
- Set clear expectations for task completion dates and work quality with scenery team.
- Collaborate with other production departments on scheduling use of shared spaces, company vehicles, and other production/design needs.
- Attend technical rehearsals and note sessions as requested by the Production Manager.
- Maintain effective time management practices for project deadlines.

### *Stage Production Support*

- Oversee the on-time completion of all show scenery and automation.
- Interpret set design drawings and create plans for how to fulfill designers' concepts within the scenery budget.
- Ensure that all scenic designs and builds are safe for cast and crew use.
- Devise project workflow and task assignments based on design needs. Maintain oversight of project progress and quality.
- Organize and manage the build, maintenance, load in, changeover, and load outs for each production.
- Maintain a detailed understanding of skills for building scenic elements: period details, construction techniques, resources, procurement.
- Shop lumber and fasteners as needed with consideration to budgets.
- Manage all scenic rentals from SCR.
- Maintain all records and documentation of physical productions.

### *Shop Equipment, Company Vehicle, & Safety Management*

- Manage and safely maintain all scenic work spaces, storage spaces, and inventory to high standard of cleanliness and organization.

- Oversee care, use, and repair of shop tools and equipment and material supply.
- Follow protocols for company vehicle usage, including completing the mileage log.
- Arrange and approve material/tool purchases as needed with consideration to budgets.

### **ABOUT THE PERSON**

*Qualities and skills that best serve a Technical Director may be:*

- A minimum of 5 years professional Technical Director experience
- Professional experience with AutoCAD (2D and 3D), Adobe Software, and Vectorworks
- Advanced knowledge of best practices for current construction and rigging techniques
- Experience with stage automation
- Highly skilled in all aspects of construction, maintenance, safety, and procurement
- Must be self-motivated, be able to multi-task, and be an effective team leader
- Must be effective at managing staff, budget, and time flows
- Experience and proven ability to manage labor and budgets in fast-paced environment
- Weekend & night availability
- Commitment to equity, diversity, inclusion, and belonging and enthusiasm to nurture an anti-racist work culture

### **WORKING CONDITION**

*Regular tasks of this position may include:*

- Sitting for 4-6 hours at a time
- Pushing, pulling, & lifting 50-70lbs alone or with assistance
- Working for 5-7 hours a day in room with power tools and saws
- Occasionally moving & climbing ladders
- Occasionally operating lifts and working at height

### **COMPENSATION**

SCR offers a comprehensive compensation and benefits package including a retirement plan with an employer match, escalating paid vacation, sick, personal days and holidays, and health benefits including medical, dental, vision, life and long-term disability insurance.

### **ABOUT THE COMPANY**

Tony Award-winning South Coast Repertory (SCR), founded in 1964, is led by Artistic Director David Ivers and Managing Director Paula Tomei. SCR is widely recognized as one of the leading regional theatres in the United States. While its productions represent a balance of classic and modern plays and musicals, SCR is renowned for its extensive new-play development program—The Lab@SCR—which includes one of the nation’s largest commissioning programs for emerging, mid-career and established writers. Of SCR’s more than 500 productions, one-quarter have been world premieres. SCR-developed works have garnered two Pulitzer Prizes and eight Pulitzer nominations, several Obie Awards and scores of major new-play awards. Located in Costa Mesa, Calif., SCR is home to the 507-seat Segerstrom Stage, the 336-seat Julianne Argyros Stage and the 94-seat Nicholas Studio.

### **COVID PROTOCOL**

SCR highly recommends all employees be fully vaccinated and current with boosters against COVID-19.

### **TO APPLY**

To be fully considered for the position, please submit your resume and 3 references to [production@scr.org](mailto:production@scr.org).

*SCR is a proud equal opportunity employer, embraces diversity and is committed to creating an inclusive environment for all employees.*