

# SCHOOL DISTRICT OF FLAGLER COUNTY

## JOB DESCRIPTION

### AUDITORIUM TECHNICIAN

#### QUALIFICATIONS:

- (1) Teaching certificate or equivalent vocational experience in technical theater arts and related activities.
- (2) At least two (2) years significant experience in an auditorium facility.

#### KNOWLEDGE, SKILLS AND ABILITIES:

Technical knowledge of auditorium sound, lighting, projection and stage equipment (including a solid-state, memory stage lighting system). Ability to build stage scenery. Ability to hang lighting for a variety of productions, events or activities. Ability to maintain lighting instruments, sound and stage equipment. An awareness of supervisory techniques.

#### JOB GOAL

To assist the Technical Director with the overall functioning of the Flagler Auditorium so that it best serves the schools and the community.

#### REPORTS TO:

Auditorium Technical Director

#### SUPERVISES:

N/A

#### PERFORMANCE RESPONSIBILITIES:

- \* (1) Assist with the training of student help, community volunteers, and regular employees in the safe set-up and operation of the auditorium and related facilities.
- \* (2) Assist with the inventory and maintenance all Flagler Auditorium equipment.
- \* (3) Assist company chief technicians, regarding pre-rigging and other show requirements.
- \* (4) Help facilitate educational, community and commercial events and activities scheduled in the Flagler Auditorium.
- \* (5) Help supervise technical student help, community volunteers and regular technical staff of the Flagler Auditorium.
- \* (6) Schedule and lead student crews to accomplish set-up, performance and take-down work as needed for users of the facilities as directed by the Technical Director.
- \* (7) Perform minor adjustments to building environmental controls as required during performances.
- \* (8) Maintain a safe theater environment for students and community members.
- \* (9) Supervise the execution of scenery and lighting for productions as required.
- \* (10) Make recommendations for needed items to be included in the budget preparation.
- \* (11 Heavy) Perform other duties as required by the Technical Director.

**AUDITORIUM TECHNICIAN (continued)**

**PHYSICAL REQUIREMENTS:**

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities

**Job Description Supplement Code: 8**

**Flagler Schools Strategic Framework – Resources & Support Systems**