



RANDOLPH TOWNSHIP SCHOOLS JOB DESCRIPTION

TITLE: Director of Sound and Lighting
REPORTS TO: Supervisor of Visual and Performing Arts

QUALIFICATIONS:

1. Exceptional communication skills with a team-focused mindset.
2. Demonstrated effective organizational and problem-solving skills.
3. Master of lighting set-up and operations, including, but not limited to: Addressing Networking/DMX systems for automated and LED fixtures, Pixel Mapping and DLP programming, Systems networking Art-Net and sACN.
4. Ability to perform and track general service on lighting gear and restocking expendables.
5. Ability to discern intensity and color while creating appropriate stage looks.
6. Knowledge of overhead rigging systems and setting up large lighting rigs with overhead rigging.
7. Dante Certification, level 2 (preferred)
8. Proficiency in EOS.
9. Experience with creating and building sets / scenery.

GENERAL DESCRIPTION:

The Director of Sound and Lighting shall be responsible for the operation, appearance, and functionality of all performing arts venues in the district. They will work in tandem with school faculty to provide students and stakeholders with professional lighting and sound design for performances. They will assist the Supervisor of Visual and Performing Arts in booking auditorium spaces for 3rd party rentals.

ESSENTIAL JOB FUNCTIONS:

1. Coordinates with, and integrates, the disciplines and design needs of other departments to ensure event success.
2. Completes training on various manufacturers' products and service protocols, and/or as assigned.
3. Demonstrates strong leadership skills by communicating concisely via email, phone, or in person.
4. Oversees all quality control procedures of auditorium inventory.
5. Manages and updates consoles and patching.
6. Manages and maintains lighting and sound inventory.
7. Develops/proposes new system/equipment expansions/upgrades.
8. Seeks new clients and employs customer service and interpersonal skills to satisfy existing clients.
9. Reviews lighting/staging equipment specification(s) for each production.
10. Develops training modules / processes for students / stage crew.

WORK YEAR: Twelve-month employee
BARGAINING UNIT: Non-affiliated
COMPENSATION: Hourly
DATE APPROVED: July 26, 2022
APPROVED BY: Board of Education