



LOS ALAMITOS UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

10293 Bloomfield Street ♦ Los Alamitos, CA 90720

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www.losal.org

*An Equal
Opportunity
Employer*

CLASSIFIED EMPLOYMENT OPPORTUNITY

Theatre Production Supervisor

POSITION DETAILS

- Full Time, 12 months per year
- Fringe Benefits Package

SALARY

\$ 6,032- \$7,336 Monthly

ISSUE DATE: 5/7/2024

APPLICATION DEADLINE: 5/22/2024

TENTATIVE WRITTEN EXAM: 5/24/2024

TENTATIVE ORAL PANEL EXAM: 5/27/2024

RECRUITMENT TYPE

Dual Certification - This employment opportunity is available to anyone who qualifies. A single eligibility list based on rank order will be generated from this recruitment. Current classified employees who qualify will be given seniority credit.

POSITION BENEFITS

Pay increases: For permanent employees, the first pay increase occurs after 6 months if the employee passes the probationary period. The second pay increase occurs after 1 year. Pay increases occur annually thereafter, until top step is reached.

BASIC FUNCTION

Under the general direction of a Principal, organize, coordinate, train, oversee and perform skilled work in the operation and maintenance of the Performing Arts Theatre/Auditorium at schools in the district; perform a broad range of functions related to the scheduling and production of performances and events and the utilization of the theatre facilities by students, staff and the public; provide technical assistance and support to the various users; maintain and repair a variety of theatrical and audiovisual equipment; perform other related work as required; supervise staff and student staff in all district performance spaces; work a flexible workweek and work hours shift..

* **Complete Job Description** available at www.losal.org under Job Opportunities/Classified Job Descriptions.

MINIMUM QUALIFICATIONS

REQUIRED: Graduation from high school; Associate Degree in related field/or a combination of training and experience equivalent to the associate degree level; three years experience in technical theatre operations; documented experience in production management set construction, theatrical audio, and lighting. One year in lead stage management, production management, or technical directorship preferred.

DESIRED: Six months in a lead stage management position; knowledge on ETC Lighting Control Consoles and Yamaha Audio Consoles; experience working with and/ or training students; experience in lighting and scenic design.

APPLICATION & EXAMINATION PROCESS

Application:

* Complete a Los Alamitos Unified School District Classified Application which can be accessed at www.losal.org under the Job Opportunities link. Completed applications must be submitted electronically through www.losal.org by the deadline date noted on this job flyer. **NO PAPER APPLICATIONS WILL BE ACCEPTED!**

* Be sure your application reflects all relevant experience, paid or volunteer. Attach a supplemental resume or other description of experience if it is not adequately described on your application. Veterans: please attach honorable discharge form for additional credit.

Examination:

Applications may be screened to select the most qualified candidates.

The examination will consist of:

A - Written job knowledge test (30% of Total Score)

B - Structured oral interview (70% of Total Score)

Some classifications require you to pass a physical examination. This examination is at the district's expense and the appointment is not assured until you have passed this examination. Applicants must attain a passing score of 70% on each part of the examination in order to be placed on the eligibility list. Should a large number of candidates pass the written exam, a higher passing score than 70% may be required to progress. Application & Examination details along with information about the merit system are available on the Los Alamitos USD Personnel Commission website at www.losal.org under Human Resources/Personnel Commission.

Candidates who pass the written and panel interview will be placed on an eligibility list valid for six (6) months

The Los Alamitos Unified School District is an Equal Opportunity Employer and does not discriminate on the basis of race, color, ancestry, ethnic group identification, marital/parental status, physical/mental disability, national origin, religion, age, sex, sexual orientation, gender/gender identity or expression or genetic information; the perception of one or more of such characteristics; or association with a person/group with one or more of these actual or perceived characteristics.