

PERRIS UNION HIGH SCHOOL DISTRICT

Board Approved: August 21, 2024
Salary Schedule: 20, Row: 27

Perris Union High School District provides equal opportunity in employment without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, sexual orientation, marital status, age and gender in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Perris Union High School District policy. A physical examination and drug screen may be required of all finalists before employment.

JOB TITLE: THEATER AUDIO/VISUAL TECHNICIAN

JOB PURPOSE STATEMENT: Under general supervision of a designated administrator, the Theater Audio/Visual Technician is responsible to perform a variety of highly technical theater and other audio visual support tasks, including sound, lighting, video boards and press box operations at school district facilities (e.g., theaters, black box theaters, multipurpose rooms, performing arts/dance rooms, athletic facilities, etc.); and does related work as may be required.

JOB FUNCTIONS:

- Coordinate and operate audio visual equipment throughout the district as assigned in support of school-based performing arts and athletic events as well as outside community events
- Ensures that all equipment and materials are properly used, stored, maintained and inventoried after use
- Sets up, operates, troubleshoots and strikes technical systems for events, including the lighting, sound, scenery, rigging and audio/visual systems
- Operates school athletic and other audio visual equipment including, but not limited to press boxes, scoreboard and interactive displays
- Operates all systems in compliance with District safety guidelines, performing arts and event safety procedures and appropriate equipment certifications
- Performs a variety of technical duties in the repair, maintenance and installation of various audio visual equipment
- May design house lighting plots, provide stage and event lighting using advanced lighting control systems; provide performance-based audio support
- Serves as production consultant for District, school and community events; coordinates with outside groups and coordinates stage and event lighting and audio needs accordingly
- Serves as point of contact for community groups renting district facilities with audio visual needs, orienting renters to safety, technical characteristics and other areas of facility operations, and is present to operate audio visual equipment for renters
- Maintains in a clean and orderly condition the stage, backstage areas, scene shop, assigned classrooms, catwalk, audio/visual booth and other related areas

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- Works flexible hours for parent meetings, functions and events held at night on a regular contracted day, and some Saturdays and Sundays
- Handles matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations
- Maintains the security of the work area during and at the close of the assigned hours of work (e.g. lock doors, gates and set alarms as necessary)
- Participates in special projects as assigned
- Performs other related duties as may be required

Knowledge of:

- Correct English usage, spelling, grammar and punctuation, basic arithmetic, letter and report writing
- Basic objectives, goals, policies and procedures of a school district and relationships to state law and other school organizations
- District policies, procedures and terminology
- General public relations
- Basic electrical theory, sound and lighting effects; theatrical set design and production, including rigging and fly systems
- Safety and security practices; including compliance with building and fire code regulations
- Appropriate safety precautions and procedures

Ability to:

- Organize audio, lighting and staging for PUHSD performance events both on and off PUHSD property
- Operate and oversee the operation of stage lighting and sound equipment in theaters and stadium press boxes, including projectors
- Troubleshoot, diagnose and make recommendations for the use and repair of audio-visual equipment
- Procure and organize estimates and proposals for equipment purchase or repair.
- Read and interpret blueprints; estimate costs of labor and materials for a work project from blueprints, sketches or diagrams
- Make arithmetic calculations accurately

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- Operate hand and power tools
- Understand and carry out oral and written directions
- Submit, organize and coordinate work orders
- Maintain repair logs and maintenance schedules
- Establish and maintain effective working relationships
- Use independent judgment
- Work under pressure, meet deadlines and establish priorities
- Oversee and supervise public in using the assigned school facility
- Provide training and safety direction and instruction within scope of responsibilities
- Communicate effectively using correct pronunciation and grammar
- Learn and utilize new and current technologies
- Respond to problems and emergencies
- May respond to emergency call-out

PHYSICAL ABILITIES:

- Able to hear normal range verbal conversation (approximately 60 decibels)
- Able to sit, stand, stoop, kneel, squat, bend, lift (50 pounds), carry (50 pounds), push/pull 50 pounds), and walk
- Able to climb slopes, stairs, steps, ramps and ladders
- Able to exhibit a full range of motion for shoulder, elbow, back, hip, and knee

JOB QUALIFICATIONS:

Education and Experience:

- High School Diploma or General Education Diploma

AND

- Equivalent of twenty (20) semester units of college-level coursework in theater production, stage craft or related field or a minimum of three (3) years' professional experience in the operation of sound and lighting equipment and maintenance of audio-visual equipment

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Licenses, Certifications, Bonding, and/or Testing:

- Valid California Driver License
- Certification for the operation of electrical and manually operated stage lighting and sound equipment preferred
- Computer skills to effectively perform the job functions
- TB Clearance
- Drug/Alcohol Clearance
- Criminal Justice Fingerprint Clearance