

July 2013

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

CLASSIFICATION: CLASSIFIED

CLASS TITLE: THEATRE LIGHTING AND SOUND SPECIALIST

SALARY TABLE: 29

SALARY RANGE: 25

BASIC FUNCTION:

Under the direction of the Theatre Director, perform a variety of technical duties involved in the preparation, installation, set-up and operation of lighting, sound and rigging equipment and systems for theater and music productions and various special events; coordinate schedules, prepare facilities and arrange equipment and systems for theater use by other departments and outside agencies.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform a variety of technical duties involved in the preparation, installation, set-up and operation of lighting, sound and rigging equipment and systems for theater and music productions and various special events; identify and respond to theater lighting, sound and rigging needs.

Prepare, hang, hook up and operate lighting equipment; focus and adjust lighting to meet stage needs; hang and rig scenery and other flying units; set up and operate sound equipment and assure proper connection, volume, mixing and amplification.

Assist other departments and outside agencies with planning and coordinating productions and events; determine stage requirements and coordinate related lighting, sound and rigging systems and equipment; assist with developing and maintaining related event and activity calendars.

Operate a variety of production equipment such as mixing boards, lighting controls, projectors, special effects devices, cameras, amplifiers, speakers and compact disc, DVD and cassette players; operate a computer and assigned software; record, edit and prepare sound effects for use in theatrical productions.

Plan, organize and lay out lighting, sound and rigging tasks; interpret drawings, plans, diagrams, sketches and specifications; work from verbal and written instructions; assist in determining equipment, time and labor requirements for related projects.

Train and provide work direction and guidance to student workers; assign duties and review work for accuracy, completeness and compliance with established requirements.

Monitor inventory levels of lighting, sound and rigging supplies and equipment; order, receive, store and maintain inventory of supplies and equipment; prepare purchase orders and requisitions.

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Ewing Consulting Services

Perform minor maintenance and repairs on lighting, sound and rigging equipment; arrange for major maintenance and repairs; identify needs and provide technical input concerning major equipment purchases and replacements; oversee and participate in the general maintenance of assigned theatre facilities.

Communicate with College personnel, students, various outside agencies and the public to exchange information, coordinate activities and resolve issues or concerns.

Utilize a variety of industrial hand and power tools and equipment; assure safe and proper operation of tools and equipment.

Prepare and maintain various records and reports related to equipment, inventory, maintenance, repairs, financial activity and assigned duties.

Maintain assigned work areas in a neat, clean and orderly condition.

OTHER DUTIES:

Assist other theatre staff in the construction, alteration, forming, painting, finishing and set up of scenery and props used in the theatre stage productions as assigned by the position.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Practices, procedures and techniques involved in the preparation, installation, set-up and operation of lighting, sound and rigging equipment and systems for theater and music productions and various special events.

Operation and use of a variety of audio-visual equipment and hand and power tools and equipment. Terminology and methods of theatrical stagecraft and types and uses of related lighting, sound and rigging technology.

Operation and minor maintenance of digital lighting control equipment, analog and digital audio equipment.

Audio recording techniques and sound effects production.

Appropriate safety precautions and procedures.

Basic principles of training and providing work direction.

Proper methods of storing parts, supplies and equipment.

Record-keeping and report preparation techniques.

Basic methods of theatrical stagecraft and types and uses of related scenery and props.

Operation of a computer and assigned software.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Perform a variety of technical duties involved in the preparation, installation, set-up and operation of lighting, sound and rigging equipment and systems for theater and music productions and various

special events.

Assist with planning, scheduling and coordinating productions and events.

Record, edit and produce sound effects for theatrical production.

Prepare, hang, hook up, focus, adjust and operate lighting equipment.

Hang and rig scenery and other flying units.

Set up and operate sound equipment and assure proper volume, mixing and amplification.

Identify and respond to theater lighting, sound and rigging needs.

Operate a variety of audio-visual equipment and hand and power tools and equipment.

Train and provide work direction and guidance to student workers.

Plan, organize and lay out lighting, sound and rigging tasks.

Order, receive, store and maintain inventory of supplies and equipment.

Observe health and safety regulations and procedures.

Work independently with little direction.

Meet schedules and time lines.

Maintain records and prepare reports.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school supplemented by college-level course work in theater production or related field and two years experience involving the set-up and operation of stage rigging, lighting and sound equipment in a theater or similar environment.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor work environment.

Frequent exposure to high noise levels.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a variety of tools and equipment.

Hearing and speaking to exchange information.

Seeing to read a variety of materials and monitor stage productions and events.

Lifting, carrying, pushing or pulling heavy objects as assigned by the position.

Reaching overhead, above the shoulders and horizontally.

Bending at the waist, kneeling or crouching.

Climbing ladders and working from heights.

Sitting or standing for extended periods of time.

HAZARDS:

Working around and with machinery having moving parts.

Working at heights.