



Job Title: Technical Director
Department: Executive
Reports To: Theatre Director
FLSA Status: Exempt

SUMMARY:

This position will oversee the production and presentation of each show element including but not limited to sound reinforcement, stage lighting, labor, and video presented in the venue during an event. This position is a creative and technical position that will assist in event-based productions, and other related duties, including production points for each event.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Technical Director will coordinate pre-production meetings with the team and organize how best to accomplish the planned events.
- Technical Director will advance all production elements of performances, including but not limited to assignment of stagehands and all stagecraft elements.
- Technical Director will assist the client in multiple areas as directed by the Theatre Director including, but not limited to, non-labor call related maintenance and repair in the theatre, maintenance on the client's third floor office suites and other duties as may be assigned by Theatre Director.
- Technical Director will monitor and communicate on multiple channels of intercom to get information from the event director and event producer.
- Requires ability to work flexible hours, including nights, weekends, and holidays, in addition to normal business hours.
- Regular attendance is an essential job function.
- Position requires the ability to work at all local ASM Global facilities.
- Other duties as assigned.

SKILLS AND ABILITIES:

- Ability to effectively program and operate video switcher.
- Basic understanding of all control room stations and proper operations
- Knowledge of the proper use of intercom systems i.e., Riedel, Telex, Clearcom, etc.
- Must be able to effectively communicate with many people in a leadership role under fast paced conditions.
- Ability to successfully handle multiple priorities and projects.
- Must be organized and work well under pressure and in the presence of very large crowds.
- Must work well in a team environment.
- Ability to work in various climates based on the environment.
- Ability to demonstrate dependability and reliability by being punctual, working assigned and varying shifts, and completing responsibilities in a timely manner are required.
- Must have the ability to stand, sit, crouch, and bend throughout the course of daily activities with or without reasonable accommodations.
- Must have the ability to stand or sit in one location for a minimum of six hours at a time with or without reasonable accommodations.
- Must have a flexible schedule, with the ability to work nights, weekends, and holidays as needed.
- Must be able to pass a background/credit check.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE:

- A minimum education level of: High School Diploma or its equivalency (BA/BS Degree (4-year) preferred).
- A minimum of 5 years of related work experience.
- 5+ years of experience working in a professional video company preferred.
- Proficient with Microsoft Office (Word, Excel, PowerPoint, and Outlook).
- Exposure to and familiarity with similar facility environment.

PHYSICAL DEMANDS:

This position requires personal mobility, walking, stair climbing, and ability to greet and speak with ease. Must be able to use a computer, write, type, and use phone and cell phone. Ability to drive short and possibly long distances. Ability to lift up to 20 lbs.

NOTE: The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.

ASM Global is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.