



# NEW VILLAGE ARTS

## **Director of Technical Theatre and Facilities**

New Village Arts is looking for Director of Technical Theatre and Facilities to join our team at a most exciting time. The Technical Director will be expected to manage and implement technical aspects of production and collaborate with Designers and Artistic Staff in executing NVA's year-round season. In addition to production work, this position will also be responsible for assisting the Project Manager with NVA's current \$2.5 million renovation and oversee the upkeep and maintenance of the facilities during and after the completed renovation. NVA will produce performances at our Carlsbad Village theater as well as at different venues, including outside at Carlsbad's The Flower Fields.

New Village Arts values an inclusive community, unique voices, innovative thinkers, and art that reflects a wide range of identities, histories, ideas, and beliefs. We are proud to be an equal opportunity workplace and strongly encourage applications from all backgrounds and walks of life. For NVA's Anti-Racist Statement and Action Plan, please visit <https://newvillagearts.org/anti-racism/>

### ***Responsibilities:***

- Overseeing technical aspects of each production (including hiring and overseeing master carpenter, master electrician, sound technicians, and other technical personnel)
- Working with production management and artistic staff on scheduling and deadlines
- Overseeing upkeep of stage and storage spaces
- Attending scheduled meetings and technical rehearsals
- Addressing technical issues before and during performances
- Operating, maintaining, and safeguarding the technical assets of NVA
- Assisting Renovation Project Manager with facility aspects of NVA renovation
- Overseeing implementation of equipment installation for NVA renovation
- Oversee upkeep of all facility equipment in NVA building
- Oversee the hiring of outside contractors for facility projects outside the scope of in-house capability
- Oversee scheduling of annual and bi-annual maintenance of facility

### ***Qualifications:***

- Preferred educational degree of Associate's or higher with a concentration in technical theatre and/or design
- Strong written and verbal communication skills
- Experience with a broad range of technical areas including stage, set, sound, video, and lighting design and implementation; stage management, lighting systems, stage carpentry, sound reinforcement, and video systems
- Familiarity with current drafting versions of VectorWorks and/or AutoCAD
- Familiarity with stage systems and their safe usage
- Familiarity with implementing and enforcing backstage safety precautions and procedures
- Confident and skilled in establishing work priorities, coordinating multiple projects simultaneously, and implementing and meeting deadlines
- Strong interpersonal skills
- Ability to foster teamwork and cooperation and to interact cordially with volunteers, staff, and board members
- Must be a self-starter and highly motivated
- Capacity to take initiative with project and work independently as well as closely with the team
- Ability to effectively navigate high-stress situations

### ***Salary:***

\$39,000 to 41,000 annually

Benefits include: Health, Retirement, Professional Development Opportunities

### ***How to Apply:***

Please click on this [link](https://bit.ly/3BQmxGH) (<https://bit.ly/3BQmxGH>) to apply and upload your resume.