

Assistant Technical Director

DEPARTMENT:	Production
FT or PT:	FT
SCHEDULE:	Weekdays, some weeknights, holidays and/or weekends
STATUS:	Non-exempt, Hourly
REPORTS TO:	Production Management & Technical Director
WORKS WITH:	LJP Staff, Production Management, Visiting Artists & Designers, UCSD Supervisors
SUPERVISES:	IATSE Scenery Labor, IATSE Paints Labor, IATSE Run Crew, IATSE Apprentices & Pre-Apprentices
TIMING:	This position will remain open until filled
HOW TO APPLY:	Submit a cover letter and resume to resumes@ljp.org . Include Assistant Technical Director in the subject line of your email.

JOB DESCRIPTION

Under the direction of the Technical Director and Production Manager, the Assistant Technical Director serves as a key member of La Jolla Playhouse's Production Department.

The Assistant Technical Director works collaboratively as part of the Technical Direction Team to determine and execute the technical design requirements of all La Jolla Playhouse productions. This work shall include estimating, engineering and drafting of projects, and administrative support to ensure oversight and quality of production at all levels. Key to the success of those projects, the Assistant Technical Director will take an active role in facilitating communication with scenic, props, electrics, sound shops and La Jolla Playhouse Management to ensure all departments are informed about designs, changes, and technical planning for each production.

The position is expected to function independently in a fast-paced and detail-critical environment, responding to changes and challenges in a calm and thoughtful manner. The Assistant Technical Director will assist in the management of construction, installation, maintenance and transfer of scenery (built, purchased, rented, or otherwise) for any productions produced and presented by La Jolla Playhouse to which they are assigned while maintaining a safe and healthy work environment.

The successful candidate is an engineer, technician, manager, and artist committed to the artistic vision and mission of La Jolla Playhouse

RESPONSIBILITIES

- Collaborate with Visiting Artists and Designers to develop technical solutions which uphold the quality of production at La Jolla Playhouse and support the artistic vision of the organization.
- Assist in estimating, engineering, drafting, and overseeing the execution of all scenic elements to which they are assigned.
- Work closely with Master Carpenter and Production Carpenter to ensure the build, installation, and strike of all scenery is completed accurately, safely, and efficiently.
- Engineer technical solutions for scenic elements, including design and implementation of custom machinery, automation systems, custom rigging solutions, and special projects.
- Assist in scheduling, project tracking, purchasing and planning for productions and shop operations as assigned.
- Maintain clear communication with Designers, and other departments throughout production process.
- Assist in materials and labor cost tracking for productions, and advise Production Management of financial impact of proposed changes or alterations to design.
- Perform and analyze risk assessments and reviews with Technical Director, visiting design teams and Production Management to achieve workable and safe productions at all levels.
- Represent the Technical Direction office at technical rehearsals and previews as required.
- Function in a professional and collegial manner when collaborating with all theatre personnel, professional creative teams, staff, management and other visiting artists.
- Assist in the maintenance and organization of Scene shop materials and resources.
- Other duties as assigned.

QUALIFICATIONS

- 3 plus years of professional experience in theatrical technical direction, preferably in a regional theatre environment.
- Bachelor's degree or Advanced Master's in Theatrical Technical Direction preferred.
- Detailed knowledge in scenic construction, rigging, structural engineering, and complex automation solutions.
- Demonstrated skill in creating and manipulating scenic construction drawings to best communicate information to carpenters and other LJP Staff.
- Computer skills: AutoCAD, Microsoft Office Suite, Automation (Creative Conners), G-Code CNC Programming. Autodesk Inventor a plus.
- Working knowledge and experience with specialized tools used in advanced scenic construction. (Wood and Metal Working tools, CNC, 3-D Printing)
- Experience in time and personnel management, works well under pressure, ability to multi-task and set priorities in the face of new and unexpected challenges.
- Strong attention to detail and proactive monitoring of processes with excellent communication skills and a collaborative demeanor.
- Possess strong critical thinking, problem solving, and organizational skills.
- Knowledge and dedication to safe work practices, as well as industry best practices in rigging and automation. OSHA 10 and ETCP Rigging Certification a plus.
- Regular availability during nights and weekends.
- Ability to climb and work on ladders, lifts, catwalks, and grids.
- Valid Driver's License and reliable transportation.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit; stand; walk; use hands to finger, handle or feel; and reach with hands and arms. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ORGANIZATION OVERVIEW:

La Jolla Playhouse is a place where artists and audiences come together to create what's new and next in the American theatre, from Tony Award-winning productions, to imaginative programs for young audiences, to interactive experiences outside our theatre walls. Currently led by 2017 Tony Award-winning Artistic Director Christopher Ashley and Managing Director Debby Buchholz, the Playhouse was founded in 1947 by Gregory Peck, Dorothy McGuire and Mel Ferrer. Renowned for its development of new plays and musicals, the Playhouse has mounted 98 world premieres, commissioned 52 new works, and sent 32 productions to Broadway – among them the currently-running hit musical *Come From Away* – garnering a total of 38 Tony Awards, plus the 1993 Tony Award for Outstanding Regional Theatre.

We encourage applicants with a unique perspective inclusive of race, color, religion, familial status, gender identity or expression, sexual orientation, national origin, age and physical ability to apply. We are committed to diversity in all areas of our work, on and off stage. La Jolla Playhouse is an Equal Opportunity Employer (EOE), and all qualified applications will receive consideration.

Non-discrimination Statement:

The La Jolla Playhouse will not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, gender identity, genetic information, sex or sexual orientation, or any other protected category in its hiring and employment practices, or in any other aspect of the employment relationship.