

# Properties Artisan

**DEPARTMENT:** Production Props

**CLASSIFICATION:** IATSE Hourly

**STATUS:** Non-Exempt

**PAY:** \$25.97 / hr

**LOCATION:** La Jolla, CA on the beautiful campus of the University of California, San Diego

**POST DATE:** March 2022

**SCHEDULE:** M-F 8:00a-4:30p – Occasional nights, weekends and holidays.

**REPORTS TO:** Props Foreman, Props Supervisor, Production Management

**WORKS WITH:** LJP Staff, Visiting Artists & Designers, IATSE Labor, UCSD Residents & Students

**TO APPLY:** Submit a cover letter, resume and references to [productionjobs@ljp.org](mailto:productionjobs@ljp.org). Please include in the subject line – “Properties Artisan”

## 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. Founded in 1947 by Gregory Peck, Dorothy McGuire and Mel Ferrer, the Playhouse is currently led by Tony Award winner Christopher Ashley, the Rich Family Artistic Director of La Jolla Playhouse, and Managing Director Debby Buchholz. The Playhouse is internationally renowned for the development of new plays and musicals, including mounting 105 world premieres, commissioning 60 new works, and sending 33 productions to Broadway, garnering a total of 38 Tony Awards, as well as the 1993 Tony Award for Outstanding Regional Theatre. These works include the Broadway hits *Come From Away*, *Diana* and *Memphis*, all directed by Ashley; *The Who's Tommy*; the Pulitzer Prize-winning *I Am My Own Wife*; and *Jersey Boys*.

La Jolla Playhouse is committed to diversity in all areas of our work, on and off stage. We lead with our values and encourage individuals with unique perspectives to apply. La Jolla Playhouse is proud to be an Equal Opportunity Employer (EOE).

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## STATEMENT OF JOB

Under the direction of the Props Supervisor and Lead Properties Artisan, the Properties Artisan serves as a key member of La Jolla Playhouse's Production Staff. This position works in a fast-paced and detail-critical environment, working closely with designers, technicians and artisans and is responsible for the production, creation, procurement and refurbishment of stage props for produced or presented productions of the La Jolla Playhouse to which they are assigned. Key to the success of those projects, the Properties Artisan is responsible for creating, building, maintaining, or obtaining stage properties for the load-in, set up and strike for those productions. The strongest candidate is an artist and technician committed to the artistic mission, vision and values of La Jolla Playhouse.

## ESSENTIAL JOB DUTIES

- Construct, maintain, craft and/or obtain properties as assigned by the Prop Supervisor and Prop Shop Foreman using standard theatrical construction practices and in a timely, safe and sensible manner.
- Organize and maintain assigned shop workspaces.
- Participate in shop clean up, special projects, and prop shop maintenance as assigned.
- Work strikes and load ins.
- Inform Prop Shop Manager of shop material needs in a timely fashion.
- Purchase or rent props with direction from the Props Supervisor.
- Participate in stock transfer to and from warehouses, theatres and rehearsal halls as need.
- Touch up, repair and maintain items from current production if beyond capabilities of props run crew.
- Build rehearsal props as needed for rehearsal.
- Provide work direction or mentorship to students, over hire or apprentice artisans when necessary.
- Pack and prepare to ship show props that are moving.
- Unpack, repair, maintain and repack shows that are presented from co-productions.
- Troubleshoot and solve problems to maintain the artistic integrity of the production.
- Attend production meetings, tech rehearsal, previews, and note sessions as requested by the Properties Supervisor or Production Management.
- Perform other duties as assigned in collaboration with theatre personnel, professional creative teams, staff, management and other visiting artists.

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## **REQUIREMENTS & PROFICIENCIES**

- Demonstrated experience in a theatrical prop department or a combination of equivalent experience and training.
- Ability to read and interpret prop drawings to produce stage props.
- Knowledge of materials and construction techniques to effectively create props.
- Willingness to experiment with materials and learn new techniques.
- Ability to draft using AutoCAD or Google Sketchup a plus.
- Knowledge of and dedication to safe working practices.
- Ability to creatively problem solve and think outside the box.
- Possess strong critical thinking, attention to detail, problem solving, collaboration, communication, and organizational skills, and be able to carry out projects from beginning to end.
- Ability to multi-task and work under time constraints while maintaining a positive attitude.
- Commitment to uphold and meaningfully engage with the mission, vision, and values of La Jolla Playhouse.
- Being fully vaccinated against COVID-19 by an FDA approved vaccine is a condition of employment.
- Access to reliable transportation.

## **PHYSICAL DEMANDS**

- Frequently ascends/descends and moves about on ladders, lifts, catwalks, and grids.
- Frequently maneuvers large and/or heavy objects weighing up to 50lbs with assistance.