Scenery Supervisor (Technical Director)

**DEPARTMENT:** Production

**CLASSIFICATION:** This is a full-time, exempt (salaried) position, eligible for a full array of benefits including health and life insurance, 403(b) retirement plan, paid time off (vacation, sick and 11 holidays), and complimentary tickets to Playhouse performances

**PAY:** $85,000 - $105,000 (DOE)

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

**REPORTS TO:** Senior Production Manager & Production Manager

**WORKS WITH:** Co-Scenery Supervisor, Production Management, LJP Staff, Visiting Artists & Designers, IATSE Labor, LJP Operations, UCSD Residents & Students, UCSD T&D Supervisors

**SUPERVISES:** Draftsperson, Scenic Charge Artist, Production Foreman, Lead Shop Carpenter, Lead Stage Carpenter, Technicians, Apprentices & Pre-Apprentices

**POSTING DATE:** July 2023

**TO APPLY:** Please send resume and references along with a cover letter to productionjobs@ljp.org. Please include in the subject line – “Scenery Supervisor”.

**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 108 world premieres, commissioning 70 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).
STATEMENT OF JOB

Under the direction of the Senior Production Manager & Production Manager, the Scenery Supervisor co-leads the La Jolla Playhouse Scenery Department together with the current Scenery Supervisor. This position will have the primary responsibility of overseeing the engineering, drafting and technical construction of scenery (built, purchased, rented, or otherwise) for all productions produced and presented by La Jolla Playhouse including festivals and special events. Key to the success of those projects, the Scenery Supervisor, in collaboration with the other Production Department Supervisors, will take an active role in communication with Designers, IATSE Stagehands and La Jolla Playhouse Management with an emphasis on maintaining a safe and healthy work environment.

Strong candidates will possess a strong working knowledge of structural and mechanical design, demonstrated ability to safely engineer complex scenery solutions, and experience leading teams. The successful candidate is a collaborative technical engineer committed to La Jolla Playhouse’s mission and values.

ESSENTIAL JOB DUTIES

• Create technical drawings for shop build based on designer drawings, layouts, and other visual aids.
• Draft detailed assembly and installation drawings for use by production crew during load in.
• Research materials and hardware required to execute the construction of designed units and inform Shop Foreman of ordering needs.
• Actively communicate with shop crew to monitor build progress and help monitor quality control.
• Work closely with Scenery Supervisor and Production managers to meet budgetary and scheduling goals.
• Communicate closely with production design team during the engineering and construction phases of the project.
• Compile relevant drawings and documents to facilitate successful future transfers of LJP productions as necessary.
• Enhance and support the educational and institutional mission of La Jolla Playhouse.
• Maintain regular communication regarding coordination of artists’ requirements and La Jolla Playhouse resources.

Inclusive & Safe Working Environment

• Commitment to a culture of learning, community, anti-racism, inclusion, belonging, and respect among employees and visiting artists.
• Commitment to a culture of safety, both psychological and physical, ensuring a safe work environment.
• Represent the Scenery Department as necessary during Safety Inspections in Production facilities.
• In collaboration with Production Management and other Department Supervisors, contribute to production risk assessments to achieve workable and safe productions at all levels.
• Maintain current knowledge of safety best practices and standards.

– more –
**Staffing, Scheduling & Workflow**

- Co-Lead the Scenery Department.
- Collaborate with Scenery Supervisor on estimating cost for designs based on designer drawings.
- In collaboration with the Scenery Supervisor, direct the Scenery Department Staff in the Construction, Installation, Strike and Transfer process for all productions beginning with early design consultations through completion of projects.
- Instruct the Draftsperson on the preparation of ground plans and sections of designer drawings, rigging and technical drawings, and any other such drawings pertinent to the scenery, stages or other performance locations in AutoCAD and PDF formats for use by technical, stage management and design staffs.
- Attend production meetings, run throughs, tech rehearsal, previews, and note sessions as requested by Production Management.

**REQUIREMENTS & PROFICIENCIES**

- Professional experience in theatrical technical direction, engineering and drafting.
- Strong working knowledge of mechanical and structural design for the stage.
- Proficient in 3D AutoCAD.
- Working knowledge and experience with specialized tools used in advanced scenic construction (Wood and Metal Working tools, CNC).
- Detailed knowledge and demonstrated skill in scenic construction, welding, rigging, structural engineering, complex automation solutions and soft goods/fabric maintenance and repair.
- Ability to read and create CAD scenic construction and engineering drawings.
- Computer skills: Mac, PC, Networking, IP, TCP/IP, AutoCAD, Vectorworks, Automation (UDP, Artnet, DMX, MIDI a plus).
- Deep knowledge of and dedication to safe work practices, industry best rigging practices, and automation practices.
- 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.
- Works well under pressure and time constraints, maintaining a calm demeanor in the face of new and unexpected challenges.
- Alignment with the values of La Jolla Playhouse.
- A commitment to uphold and support the Playhouse’s Anti-Racism Action Plan.
- Being fully vaccinated against COVID-19 by an FDA approved vaccine is a condition of employment.

**ADDITIONAL DESIRED QUALIFICATIONS**

- Bachelor’s degree or Advanced Master’s in Theatrical Technical Direction.
- Experience working in a LORT Theater.
- OSHA 30 and ETCP Rigging Certifications.
PHYSICAL REQUIREMENTS

• The production facilities at La Jolla Playhouse are in a multistory building with work taking place on all levels. The Scenery Supervisor may be asked to carry materials up and down stairs, and use hand and stationary power tools. The Scenery Supervisor may be asked to move scenery or equipment in excess of 50 lbs with assistance. Work may take place on ladders, mobile elevated work platforms, and/or steel grids at heights between 18-60’ above deck level accessed by a straight ladder.
• This job may require the ability to stay in a stationary position for long periods of time, with periods of intense movement. Frequent movement and use of limbs, good manual dexterity, strength, coordination and stamina may be required at times.
• This position works both inside and outside depending on weather.
• Must be able to work a flexible schedule, including some nights, weekends and holidays.