

TECHNICAL DIRECTOR JOB DESCRIPTION

WPPAC is a professional 410-seat proscenium regional theatre located just 35 min from NYC that delivers high quality theatrical productions year round. From our 3+ large scale musicals to concerts, dance shows and corporate meetings, WPPAC is a go to source for top notch entertainment in Westchester.

Duties include:

-Primarily operates, maintains and safeguards the technical assets of the theatre, including supervising the use of lighting, sound and communications equipment as well as the use and maintenance of the stage facilities. Assists guest designers and artists with technical questions and assorted facility matters.

-Collaborate with Broadway designers to have designs developed/ approved on schedule; vet the designs for budget, feasibility, and safety; translate designs into working drawings for construction when needed.

-Plan detailed production schedules in coordination with the management team.

-Hire/lead over-hire staff and crews and manages relationships with any outside shops & vendors,

-Supervises builds, engineers and drafts as needed; plans and orders materials and supplies. Most shows will be shopped out though some pieces or shows are built in house.

-Provides coordination and support to production/technical departments.

-Controls costs for labor and materials to stay within the approved budget, provide timely reports of all expenditures, hires, and employee hours to the appropriate staff members

About You:

-You build positive, collaborative relationships with crew members, over hire staff, and designers, as well as with institutional co-workers

-You have extensive and varied experience in scenic construction and installation, with demonstrable leadership experience

-Excellent theatrical carpentry/rigging skills as well as in AutoCAD/Vectorworks. Knowledge of Spikemark stage automation software a plus.

-You have strong planning, organizational, communication and management skills as well as knowledge of tools and techniques for construction, engineering

-You have an appreciation of and ability to support the creative needs and ambitions of the theatre's artists while keeping work on schedule, within budget, and on plan

The preferred candidate would also have:

A bachelor's degree with preference for an advanced technical theatre degree; 3+ years technical theater leadership experience and the ability to work a flexible work schedule with evening and weekend availability on occasion. Experience in a regional theatre is a plus.

This position is exempt from overtime and salary is commensurate with experience (\$50,000-\$60,000). Benefits include employer paid medical, vacation, 401k.

This position can be applied for a start date of either June or as late as end of August. This allows for anyone who is already working summer contracts to be able to apply for the position starting when they return in the fall. PLEASE STATE WHEN YOU CAN START when applying.

Please email resume and cover letter to stephen@wppac.com for consideration.