TECHNICAL DIRECTOR – Seasonal 9-month position (listing open as of 4/9/22)

Who are we?

Georgia Ensemble Theatre (GET) was formed in 1992 to create connections between artists and audiences of all ages. We are the only professional theatre company in the GA-400 corridor serving the communities north of the I-285 perimeter.

GET values selfless ensemble collaboration and embraces the philosophy of “best idea wins”, creating an environment where everyone has a say and consensus is the word of the day. Our Conservatory is where young artists are born, nurtured, and trained, and professional artists come to grow, develop, and hone their craft. We foster a fun and upbeat work culture with no shortage of opportunities. Perks range from free theatre tickets to pet-friendly offices at the GET Studio space and Shop. We want everyone to feel like they belong and can thrive in our community, so we strive to help you achieve your career and personal goals. Live professional theatre is our passion and where we find our common ground.

Who are you?

Passionate and motivated team player. Resourceful, innovative, forward thinking and committed.

The job

Position in the Organization: Georgia Ensemble Theatre is seeking a qualified Technical Director to plan, budget and execute all scenic designs for Georgia Ensemble Theatre’s productions and events. This detail-oriented position reports to the Production Manager and requires excellent organizational skills, professional interaction with management personnel, an ability to work efficiently, accurately, and effectively under pressure, ability to complete and prioritize tasks in a timely manner, and experience with budgetary management. The pay range for this 9-month position is $30,000 - $35,000. During the 2022/2023 season, GET is sharing shop space with the Atlanta Lyric Theatre, so the ideal candidate will have experience in scheduling, calendar management, and safety oversight.

Responsibilities:

- Collaborate with designers, production manager, and artistic leadership
- Help to create and implement production budgets as directed by the Production Manager
- To build all shows and events, including special events and education initiatives
  - To ensure purchasing and transport of all materials is done well and smoothly
  - To pass along all personnel needs to PM in advance when required to stay on schedule for a building process
  - To load-in and load-out all sets from the venue
  - To maintain shows while they are actively being running
- Ensure safety protocols are in place and followed by all production personnel and that stage spaces are safe for use by actors and other production personnel
- To also insure safety protocols in the shop space.
- To maintain and improve GET’s shop and storage facilities
  - To restore the shop immediately following the strike of a show
- Other duties as assigned by the Production Manager or the Producing Artistic Director.
- To attend all staff meetings, production meetings, and GET Required Family Outings.
The location

Georgia Ensemble Theatre performs our mainstage subscription season and maintains a box office at the Roswell Cultural Arts Center (RCAC), 950 Forrest Street, Roswell GA 30075. Our offices, classrooms, and rehearsal space are located at 615 Hembree Parkway, Suite 200, Roswell, GA 30076. The Technical Director will work mostly out of the GET Scene Shop, located at 2040 Steele Drive, Suite I, Tucker, GA.

What this person will bring

- 2- or 4-year college degree in technical theatre or equivalent professional experience.
- Budget oversight training and experience.
- Ability to lead teams of 2-5 people and communicate well
- Safety certifications
- Experience using power tools: drill, pneumatic stapler, air compressor, compound miter saw, table saw, router, etc...
- Knowledge of and experience in creating and reading technical drafting paperwork
- A welding certification is preferable but GET will pay to have you certified.

What makes this a desirable position for you

- Equivalent or competitive pay based on other theatre companies of our budget size.
- Flex time opportunities. The position is full time during the 9-month contract because GET will produce 8-10 shows in that time frame. We offer flexibility as to how your hours are allotted, based on your workload.
- Working in a team atmosphere where your voice will be heard.

Benefits and perks

One of our principles is “Family First,” and to that end we endeavor to nurture the person joining our family. The Technical Director works closely with the Production Manager and participates in all “Full Staff” projects & events.

- **Health:** We are in the process of reestablishing a healthcare benefit package
- **Yourself:** Paid time off policy including holidays, sick leave, day off for your birthday, free theatre tickets, vacation time based on tenure.
- **Wealth:** 401(k) program through Paychex our payroll service
- **Family:** New parent leave paid and unpaid.
- **Career:** Internal growth and development programs and trainings.
- **Others:** Volunteer time off

Equal opportunity employment

We are passionate and committed to the people who work with us and go beyond the rhetoric of diversity and inclusion. You WILL be working in an inclusive environment and be encouraged to bring your whole self to work. We will do all that we can to help you successfully balance your work and home life. As a growing business we will encourage you to develop your professional and personal aspirations, enjoy new experiences, and learn from the talented people you will be working with. We encourage applications from people irrespective of their gender, race, sexual orientation, religion, age, disability status or caring responsibilities. We particularly welcome applications from anyone who is a member of an underrepresented or marginalized group.
Georgia Ensemble Theatre strongly supports equal employment opportunity for all applicants regardless of age, ancestry, color, religious creed (including religious dress and grooming practices), mental or physical disability (including HIV and AIDS), marital status, domestic partner status, medical condition (including cancer and genetic characteristics), genetic information, military and veteran status, political affiliation, national origin, citizenship, race, sex (including pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity and gender expression, sexual orientation, or any other basis protected by applicable federal, state or local law, rule ordinance or regulation. We also afford equal employment opportunities to qualified individuals with a disability. For this reason, GET will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant, consistent with its legal obligations to do so, including reasonable accommodations related to pregnancy in accordance with applicable local, state and/or federal law.

**Hiring practices**

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

Georgia Ensemble Theatre recruitment policies are designed to place the most highly qualified persons available in a timely and efficient manner. GET may pursue all avenues available, including promotion from within, employee referrals, outside advertising, employment agencies, internet recruiting, job fairs, college recruiting and search firms.

Please note that the compensation information provided is a good faith estimate for this position only and is provided pursuant to GET’s policy of transparency. It is estimated based on what a successful applicant might be paid at other theatres of a comparable budget size to that of Georgia Ensemble Theatre. GET takes into consideration a candidate’s education, training, and experience, the expected quality and quantity of work, and required travel (if any) when determining the salary level for potential new employees.

The listed job is open for applications as of April 9, 2022. Applications will be reviewed and interviews scheduled on a rolling basis. We expect to make a hiring decision by mid-May.

**Equity, Diversity, & Inclusion**

Georgia Ensemble Theatre has made changes to our hiring policies and procedures to provide more equitable hiring and a diverse staff. Guided by the work of organizations like WSYWAT, CREAT, IDEA ATL, the Atlanta Theatre Reckoning, and others, we are working to ensure that our company is a welcoming and safe environment for BIPOC artists, administrators, and audiences. While we recognize that full equity, diversity, and inclusion is a road to be traveled, not a finish line to be reached, we have established goals and benchmarks to help us measure our progress. All applicants and interested parties are invited into conversation on this topic with any staff member of GET. Our current goals are published on our website.

We are seeking a diverse pool of candidates and will continue interviewing until we are satisfied that we’ve seen the widest possible field of applicants. No familiarity with the Atlanta market is required, and we would be happy to assist a new hire interested in moving to the metro Atlanta area. Georgia Ensemble Theatre is committed to transparency in hiring practices and salary negotiations. Any candidate who has questions about the job listing or hiring process is encouraged to email us and
have a conversation with our leadership. All applications will be reviewed by Rachel Walsh (Production Manager) and Jim Donadio (Artistic Director). Interviews will be conducted by these two people along with GET’s EDI Hiring Consultant. There may also be peer interviews with other GET staff as part of the process.

**TO APPLY:**

Please submit your contact information and resume using this Google Form: [https://forms.gle/41dhEBoECQUL73yA7](https://forms.gle/41dhEBoECQUL73yA7). If you cannot access the form for any reason, please email your resume and a note about which job(s) you are applying for to [info@get.org](mailto:info@get.org) with the subject line EMPLOYMENT.