



Segal Centre Production Department – June 2024

## **Head Technician - Specialty Lighting**

**Full-Time – Non-Permanent Seasonal Position**

**Potential Start Date August 19<sup>th</sup> 2024**

**Salary Range: \$1000 to \$1080 Weekly**

**TO APPLY: send in your resume and a cover letter to [mcarvalho@segalcentre.org](mailto:mcarvalho@segalcentre.org)**

**Deadline to apply: July 19, 2024**

The Segal Centre is looking for an experienced Head Technician with a strong grasp of theatrical lighting technology and leadership qualities to assist in the in the day-to-day running of the technical theatre department and to ensure the smooth operation of Segal Centre performances, workshops and events. This position reports directly to and is supervised by the Segal Centre Technical Director and Segal Production Technical Director.

### **Responsibilities may include but are not limited to:**

- Promote good working practices and maintain high level of professionalism, artistic standards and production values within the Department
- Lead and supervise crews made up of casual, freelance, and contracted workers as scheduled by the Technical Directors, Director of Production, Associate Production Manager, and/or Technical Coordinator as required
- Source technicians and populate crew calls
- Undertake maintenance duties as required to ensure the workplace adheres to health and safety requirements and remains in working order.
- Plan and co-ordinate the set-up and use of all lighting and special effects equipment across the Segal Centre in collaboration with the Technical Directors
- Work on all technical aspects of productions, presentations, and events as required across the Segal Centre. This may include but is not limited to:
  - o The programming and operation of lighting, video and sound as well as set installation, and rigging as determined by the Director of Production and Technical Direction;
  - o Providing event lighting including plots and cues for ancillary, fundraising, community or Academy events, rentals or other non-mainstage events in the Theatre as determined by the Director of Production and Technical Direction;
  - o Tracking the condition of lighting and video equipment to identify any damage, or maintenance needs and report to Technical Direction;

- Buy or hire equipment including perishables goods for the production department according to the scheduling, budget and technical needs of the Segal Centre;
  - Work with Production Team to evaluate and validate technical needs on designs, proposals and ideas in pre-production;
- Provide technical support to production designers to realize their vision, including but not limited to:
  - Programming and operating the lighting board as needed;
  - Reviewing and verifying plots;
  - Addressing any physical notes in a timely fashion;
  - Maintaining the focus, lamp, gel, and general integrity of the design throughout the rehearsal and performance period of a production;
  - Sourcing perishable (Gels, batteries, etc.) and other equipment (gobos, etc.)
- Planning lighting hangs and video installations.
- Help enforce timelines and budgets.
- Answer the needs of the Stage Management and Creative Teams during the production and creation process.
- Being a liaison between the Technical Director and the production team through the rehearsal period, as well as attending production meetings when appropriate.
- Be involved in pre- and post-show duties when on show call.
- Inventory and maintain all Segal technical equipment and soft goods.
- Maintain records and report when necessary to Technical Direction.
- Acknowledge and adhere to all Segal Centre policies and procedures.

### **Requirements:**

- Graduated from a Technical Theatre training program at a post-secondary level or equivalent field experience;
- Must have good interpersonal skills, positive thinking, a calm demeanor, and a sense of curiosity;
- As the position relates to the delivery of English-language cultural works, it is essential for the candidate to be able to communicate in English with English-speaking collaborators (both local and from out of Quebec). Good oral and written communication skills in English are required, the same in French is an asset;
- Must have experience leading crews and running calls;
- Ability to read and interpret Lighting plots and set plans;
- Must be knowledgeable of the fundamental concepts of electronics and electrical systems;
- Must be experienced in rigging, operating, and networking complex stage lighting systems including intelligent lighting fixtures and computerized lighting boards;
- Fluent in ETC EOS software;

- Ability to setup and operate video playback systems including projectors and content sources;
- Knowledge and ability to set up a video monitoring system including cameras, video monitors, cabling, and signal patching;
- Ability to rig audio reinforcement systems;
- Ability to setup, operate and program QLab;
- Ability to work with Microsoft software such as Word, Excel, Outlook, PowerPoint, and Teams;
- Must be prepared to work under a flexible schedule including daytime, evenings, and weekends;
- Knowledge of Dataton's Watchout video playback system is an asset but not required;
- Knowledge of computer networking is an asset but not required;
- A Driver's license is an asset for the position but not required;

**The Segal Centre thanks everyone taking the time to apply for this position but will only be contacting the candidates selected for further consideration.**

**The job description, duties, and responsibilities listed above are intended as a guide and may be reviewed to fit the future needs of the Segal Centre. They are not to be considered binding or contractual.**

### **About the Segal Centre**

Driven by a belief in the transformative power of the arts to connect communities, the Segal Centre for Performing Arts is a not-for-profit theatre company with the unique mission to program high quality professional English-language theatre, celebrate and explore Jewish cultural identity, and promote the diversity of voices and perspectives in society at-large via our artists, staff, content, and other programming. The Segal Centre is dedicated to creating, developing, producing, and presenting high quality theatre that is accessible to all. The Segal Centre is a nationally recognized institution with an emphasis on programming original interpretations of popular classic and contemporary works, and invests in new Canadian musicals.

[www.segalcentre.org](http://www.segalcentre.org)

The Segal Centre is situated on the traditional territory of the Kanien'kehá:ka people. The land was also a diplomatic meeting place with other Iroquoians and Algonquians including Algonquin-Anishinaabe, Atikamekw, and Huron-Wendat. We acknowledge that we are located on a land that has been the site of human creativity and story-telling for thousands of years, and are thankful that we are able to create, collaborate, play, and work here.