

Job Title: Professional Theater Technician	Wage/Hour Status: Hourly
Reports to: Director of Fine Arts	Pay Grade: 404
Dept./School: Fine Arts	Date Revised: October 27, 2022

Primary Purpose

To operate sound, lighting, and video equipment in the district’s auditorium for a variety of district and non-district events.

Qualifications

Education/Certification

High School Diploma/GED

Special Knowledge/Skills

- Training/experience in professional audio systems and professional theatrical lighting to include Digital Multiple Signal (DMX) and (Microplex) MPX protocol
- Ability to analyze and prioritize information to make appropriate recommendations
- Demonstrate organizational and interpersonal skills
- Proven reliability, diligence, dedication and problem solving
- Demonstrate good work ethic
- Ability to safely operate and lift heavy equipment
- Valid Texas or New Mexico Driver License; be insurable by the District’s auto liability insurance carrier
- Subject to the EPISD drug and alcohol testing policy and regulation
- Ability to read, write and understand instructions

Experience

One (1) year experience

Major Responsibilities and Duties

1. Organize, deliver and set-up multimedia, A/V and communication systems/equipment for EPISD facilities.
2. Work with other professional theater technicians for events.
3. Provide trouble shooting, support and design or audio, video and communication equipment solutions. Retrieve equipment, inspect, and maintain in good operating condition.
4. Use electronic computerized sound/light equipment in the control booth.
5. Ensure restriction of sensitive areas in the auditoriums such as the catwalk and high voltage lighting equipment.
6. Create pre/post assessment of auditoriums to check for damages.
7. Promote a positive image, effective communication and a good rapport with District employee’s at all organizational levels.
8. Attendance at the work site is required to meet essential functions of the job.
9. Follow established safety procedures to perform job duties; support district/department goals.
10. Maintain a professional code of ethics
11. Perform other duties as assigned by supervisor.

Supervisory Responsibilities

None

Equipment Used

Computers, printer, copier, audio/visual and lighting equipment and software

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors

Maintain emotional control under stress and work with frequent interruptions. Occasional prolonged and irregular hours, repetitive hand motions and prolong use of the computer. Moderate walking, standing, bending, climbing, stooping, kneeling and reaching, heavy lifting and carrying. Work indoor and outdoor. Must be able to lift 45 pounds and over.

Terms of Employment

238 days; hourly rate to be established by the Board of Trustees

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____

Job Title: _____

Date: _____

Approved: _____

Job Title: _____

Date: _____

My supervisor has reviewed this job description with me and has provided me a copy.

Employee: _____

Date: _____

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El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, Rosa Ramos at 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas a Kelly Ball al 230-2856.