

THE CITY OF LOS ANGELES



CIVIL SERVICE COMMISSION

CLASS SPECIFICATION**7/26/07****THEATER TECHNICIAN, 0710**

Summary of Duties: Theater Technicians perform a variety of skilled and semi-skilled duties to ensure proper and safe installation and operation of stage lighting and sound equipment, film screens, media projectors, and audio effects equipment for community theaters including the Samuel Oschin Planetarium at the Griffith Observatory; performs basic carpentry involving the construction, erection, installation, and painting of set pieces; and may supervise or act as a crew leader for the production of theatrical, music, drama, and dance performances, including outdoor festivals and events throughout the City.

Distinguishing Features: Theater Technician duties include performing electrical work involved in the installation and operation of program and stage lighting instruments and control boards including focusing and colorization to achieve special lighting effects; installation, configuration and operation of audio and sound equipment; basic carpentry involved in construction, erection, installation, and painting of set pieces; backstage technical duties involving costume/make-up, props, set and scenery changes; and assist or guide the work of outside production crews. An employee in this class may coordinate the set up of film screens and audio systems, and operate media projectors ranging from 35mm to digital media projectors for the Los Angeles Theatre Center, the Madrid Theatre, the Nate Holden Performing Arts Center, the Barnsdall Gallery Theatre, the Warner Grand Theatre, the Samuel Oschin Planetarium at the Griffith Observatory, and for outdoor festivals and events throughout the City. Other duties include researching the availability and coordinating the booking, delivery from and return of film prints of distributors; meeting with facility renters and performers to determine equipment needs; and making recommendations to the Theater Manager for equipment or staffing enhancements. A Theater Technician may monitor equipment, stage and patron areas at venues to ensure that performers and patrons are not exposed to production and safety hazards.

Some positions may supervise or act as a crew leader for other Theater Technicians involved in electrical, lighting, audio, or video stage production management, and coordinate the work of part-time and contracted technical, production and front of house staff; review timesheets; compile attendance reports; research and prepare written recommendations for facility and equipment repairs or upgrades; and other duties as necessary.

Some departments may use Theater Technicians in connection with grant funded, fee supported, or other revenue programs. Theater Technicians may be employed on a part-time, as needed basis, pursuant to City Charter Section 1001.(d).

Example of Duties:

- Performs electrical work involved in the installation and operation of program and stage lighting, including focusing and colorization;

- Installs, configures, and operates audio and sound equipment;
- Performs basic carpentry involving construction, erection, installation, and painting of set pieces;
- Works backstage and handles technical duties including set and scene changes; costume and make-up; props; scenery changes; assist production crews; and does related work during rehearsals and performances;
- Monitors equipment, stage and patron areas at venues to ensure that performers and patrons are not exposed to production safety hazards;
- Receives assignments in the form of detailed written or verbal orders according to established procedures;
- Can act as a crew leader or supervise the work of other Theater Technicians involved in electrical/lighting, audio/audio, or construction work.

Qualifications

Knowledge of:

- Theatrical lighting;
- Video/film projection;
- Stage audio and sound equipment;
- Safe operation, use and maintenance of common hand and power tools;
- Principles and practices in dealing effectively with the public;
- Basic computer operation;
- Basic carpentry;
- Production and safety hazards.

Ability to:

- Prepare reports for equipment needs and facility repair;
- Operate audio visual and sound equipment;
- Operate stage lighting;
- Install and paint set pieces;
- Read an interest light, audio construction and other design schematics and blue prints;
- Interact effectively with facility renters, producers, performers and other members of the public.

Requirements: One year of full-time paid experience in one or more of the following:

- a) installing theatrical lighting
- b) operating and maintaining theatrical lighting
- c) installing set pieces
- d) operating audio and sound equipment for various performances and events

License: A valid California driver's license may be required.

Physical Requirements: Strength to perform average lifting of less than five pounds and

occasionally over 15 pounds; good hearing and speaking ability; and good eyesight.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends in part, on specific requirements for the job, the limitations related to the disability and the ability of the hiring department to reasonably accommodate the limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties, responsibilities, and required qualifications of any position shall be.