



## JOB DESCRIPTION/SCOPE OF WORK

### SOUND ENGINEER Seasonal

<b>Immediate Supervisor(s):</b>	Production Manager
<b>Schedule:</b>	TBD
<b>Salary:</b>	\$18/hr and 1.5x over 40 hours/week
<b>Housing (if needed):</b>	Single room, shared kitchen and bath
<b>Start Date:</b>	May 16 (onsite) - 1 week preseason remote
<b>End Date:</b>	August 29

#### STATEMENT OF JOB:

The Sound Engineer will work productively to execute the implementation and augmentation of all sound elements composed, recorded, edited, or enhanced while performed live for the Hangar Theatre Company's (HTC) Mainstage, KIDDSTUFF, and Wedge Series; within the allotted time, budget, and scope of the summer repertory season; in alignment with HTC's mission, vision, values, and commitment to Equity, Diversity, Inclusion, and Access. The Sound Engineer shall supervise the A1, Sound Technician, any overhire, and Sound Fellow.

#### JOB DUTIES:

##### GENERAL RESPONSIBILITIES:

- Reporting to work on time, prepared to start
- Completing assigned daily tasks.
- Follow and practice safe work methods and safety procedures acting in concert with the theatre's safety policies
- Contribute to maintaining a collaborative shop environment
- Follow procedures and policies in the Seasonal Handbook.
- Follow any and all HTC and Health Department Guidelines related to COVID-19

##### SPECIFIC RESPONSIBILITIES:

- Develop a complete and thorough understanding of all drawings, signal flow diagrams, and paperwork for each production and assist in the dissemination of that information
- Plan and execute the sound system design including the signal flow
- Ensure secure and safe rigging of all sound equipment
- Implement and execute any onstage practical speakers
- Run Sound (as A1) for shows as assigned by the Production Manager
- Setup Com for use in each tech rehearsal and performance
- Setup video monitoring as needed for Music Director and Stage Management
- Organize and supervise the load-in and strike of each production for the department
- Repair and maintain shop tools and equipment as needed
- Ability to setup and troubleshoot wireless mics
- Provide positive leadership, organization, and communication over the sound staff
- Supervise and schedule department staff
- Track department staff hours
- Train sound show crew as necessary
- Work with Music Director and Production Management on backline and instrument rentals if necessary
- Work with Master Electrician to assure sound and lighting plots account for each other's equipment
- Organize and maintain the facilities utilized by the department including equipment, supplies, and any stock items
- Oversee safety and well-being of those working in the department and actively participate in and promote a culture of job safety in all work areas
- Keep First Aid supplies stocked for the shop/department facilities
- Perform routine safety inspections on all major tools and equipment
- Attend Design Meetings, Production Meetings, and technical rehearsals as needed/appropriate
- Order/rent/borrow all necessary materials, supplies, or equipment in a timely manner, track deliveries

- and submit invoices/receipts and paperwork weekly to Production Management
- Track rentals/loans and ensure a timely return of these items
- Work with Production Management to ensure all shows are completed within deadlines and budgets
- Communicate proactively with designers, stage managers, production management, and other department heads to ensure safe and appropriate implementation of all elements for rehearsal and performances
- Any additional sound related duties not covered by the above list

**REQUIREMENTS:**

- Outdoor Theatre experience
- Ability to read and interpret sound plots and signal flow diagrams to create material and time estimates
- Mastery of qLab playback
- Mastery of digital mixing consoles (Yamaha M7CL and Midas M32 preferred)
- Mastery of microphone placement on actors
- Proficiency in the use of Vectorworks and/or AutoCad
- Knowledge of standard and safe rigging practices
- Knowledge of MIDI programming
- Knowledge of Listening Assistance systems
- Advanced skill in mixing musicals using a digital console
- Acute and balanced hearing
- Aptitude for working with electrical, electronic, and mechanical systems and equipment
- Minimum of a bachelor's degree in technical theatre, or equivalent practical experience and 2 years experience in a supervisory sound role in professional theatre
- Prior summer theatre experience
- Routine lifting up to 50 lbs, occasional work on ladders, catwalks, scissor lifts, and other personnel elevation devices
- Maturity and understanding of the artistic process and excellent interpersonal, organizational, collaborative, communication and leadership skills
- Valid driver's license with vehicle
- Ability to manage an irregular schedule with a positive attitude
- Ability to supervise, train and work with a staff of varying skill levels
- Ability to work on multiple productions within tight timelines and budgets
- Knowledge of industry and OSHA standard safety practices
- Ability to understand the work and needs of the department, anticipate potential problems and propose timely solutions
- Capacity to solve problems and engage in creative thinking about challenges; Ability to brainstorm ideas in a group setting
- Fully vaccinated and boosted against COVID-19

