



CounterPulse
80 Turk St.
San Francisco, CA 94102
415-626-2060 • info@CounterPulse.org

CounterPulse Theater Technician Job Description

Updated: May 2018

MISSION:

CounterPulse is building a movement of risk-taking art that shatters assumptions and builds community. We provide space and resources for emerging artists and cultural innovators, serving as an incubator for the creation of socially relevant, community-based art and culture. CounterPulse acts as a catalyst for art and action; creating a forum for the open exchange of art and ideas, sparking transformation in our communities and our society. We work towards a world that celebrates diversity of race, class, cultural heritage, artistic expression, ability, gender identity & sexual orientation. We strive to create an environment that is physically and economically accessible to everyone.

CounterPulse is one of San Francisco's leading small venues for cutting-edge, interdisciplinary performance. Our studio theater hosts over 300 public events each year, ranging from dance, theater and music performances to political discussions and film screenings. For more information about CounterPulse, please visit www.counterpulse.org.

ABOUT YOU:

As a Theater Technician you oversee the operation of our theater and technical equipment for productions at CounterPulse. You make the show go on! By working directly with our artists and producing staff, you bring productions to life at CounterPulse. You take pride in your professionalism, are quick on your feet, and can make reasoned decisions under pressure. You possess technical expertise and are not afraid to go the extra mile as needed. You enjoy a dynamic work environment with a diverse clientele and public. You are reliable and hardworking and have a passion for the performing arts.

Working at CounterPulse as a Theater Technician is unlike work at any other venue. Our Technicians work hand in hand with the CounterPulse staff in running productions in our theater. As someone on the ground with artists and audience, our Technicians also represent our mission, vision, and grassroots community spirit. Working with CounterPulse, you're a part of the team!

The ideal candidate will possess solid technical theater skills, excellent time management, diligent work ethic, and the ability to work collegially in real time with the dynamics of live theater production. Familiarity with the Tenderloin neighborhood is a big plus.

THE JOB:

The Technician operates the lighting and audio consoles and any other related equipment set in the CounterPulse tech booth, closet, and loft during all technical rehearsals and performances. The Technician serves as a representative of CounterPulse, communicating clearly and positively with Artist(s) and CounterPulse staff while keeping the space safe and clean. CounterPulse or the Artist(s) may provide other technical personnel (such as a lighting designer, sound or video engineers, a stage manager, etc.) to supplement the work of the Technician as needed. The Technician must remain present for ALL technical rehearsals and performances, serving as a CounterPulse representative. Technicians play a critical role in guiding our Artists through the best practices in production. CounterPulse Technicians are fully supported by the CounterPulse Technical Director, Director of Producing & Advancement, and the Program Manager.

The position encompasses two roles:

- 1) Technical Support during the load-in/tech process: Technical Support includes assisting with load-in of sound, set, props and the focusing of lights during the allotted tech time(s).



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2) Board Operator during the run of the show: Board Operator includes pre- and post-show preparation of the technical needs of the production as well as operating the lights, sound, and multimedia. The Technician is expected to operate all elements as needed. CounterPulse will ensure productions are staffed appropriately to execute technical requirements.

Responsibilities:

- Successfully undergo CounterPulse Facility Training.
- Install, program, and operate a variety of lighting and sound systems and equipment.
- Be interested and engaged in our Artist's work and be a part of the artistic conversation when invited.
- Communicate facility needs/notes and any necessary schedule changes to CounterPulse once tech week has begun to ensure that we are able to properly prepare for the performance/event.
- Dress in theater blacks while working CounterPulse productions.
- Work closely with front of house staff to deliver a safe and welcoming performance experience for all crew, volunteers, artists and audiences.
- Be the last person to close the building on all shows or events.
- Report to the Director of Producing & Advancement (DPA) for all communication, and be a contributing eye on improving procedures, methods and sharing other work experiences such that both the Technician and CounterPulse may learn, grow, and improve.

Qualifications:

- Working knowledge of the install, program, and operation of theatrical lighting and equipment.
 - Proficiency at ETC Element console is a plus.
- Working knowledge of the install, program, and operation of live sound and audio equipment.
- Working knowledge of the install, program, and operation of projection and A/V equipment.
- Working knowledge of stage rigging.
- Working knowledge of QLab or other playback cue-based software.
- Possess basic electrical and mechanical principles as they pertain to theater.
- Ability to understand and follow oral and written instructions.
- Working knowledge of occupational hazards, safety standards and practices, and ability to enforce safety regulations.
- Ability to perform skilled tasks without direct supervision.
- Availability and flexibility to work days, evenings, and weekends.
- Possess the physical ability to work in a technical theater setting; sit and stand for prolonged periods of time; occasionally bend, kneel, and reach; lift, push and pull up to 50lbs. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Compensation: Theater Technicians are independently contracted by CounterPulse and are not employees of CounterPulse nor the artists we work with.

Theater Technicians are compensated at \$25/hr for all hours in the theater (including attendance at a partial rehearsal or at the production meeting). Technicians have access to up to five (5) hours of CounterPulse studio use per month (as available). Technicians receive one comp ticket per show run for themselves to attend any show within the season (as available). Technicians are also invited to periodic CounterPulse hosted staff appreciation events.

Interested applicants please submit resume and cover letter to our Technical Director Justine Fernandez at justine@counterpulse.org, with the subject line: Theater Technician Open Call - [NAME] [DATE].

Applications accepted ongoing for work in our Fall 2018 season.