

July 2013

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

CLASSIFICATION: CLASSIFIED

CLASS TITLE: THEATRE STAGE & PROPS TECHNICIAN

SALARY TABLE: 29

SALARY RANGE: 18

BASIC FUNCTION:

Under the direction of the Theatre Director, perform a variety of technical duties involved in the construction, alteration, forming, painting, finishing and set-up of scenery and props used in theatre stage productions.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform a variety of technical duties involved in the construction, alteration, forming, painting, finishing and set-up of scenery and props used in theatre stage productions; identify and respond to production needs involving props and scenery.

Shape and form various scenery and prop components utilizing appropriate saws, lathes, shapers and other equipment; assemble scenery and prop components utilizing drills, screws, nails and bolts; finish scenery by using sanders and applying paint; cut and glue fabrics and other materials.

Plan, organize and lay out scenery construction tasks; interpret drawings, plans, diagrams, blue prints, sketches and specifications; work from verbal and written instructions; assist in determining material, time and labor requirements for scenery and prop construction projects.

Operate a variety of hand and power tools and equipment; assure safe and proper operation of tools and equipment; perform minor maintenance and repairs on equipment; arrange for major maintenance and repairs as needed.

Monitor inventory levels of scenery and prop supplies and equipment; store and assist in ordering, receiving and maintaining inventory of supplies and equipment; prepare purchase orders and requisitions.

Participate in the development and implementation of scenery and prop construction and alteration schedules and projects; resolve issues and conflicts related to stage props, scenery and equipment.

Train and provide work direction and guidance to student workers; assign duties and review work for accuracy and completeness.

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Communicate with personnel, students and various outside agencies to exchange information and resolve issues or concerns.

Utilize welding equipment and soldering irons to fabricate and assemble parts and components as required.

Assist with coordinating, designing and operating lighting, sound and rigging systems and features for stage productions as required; install, rig and set up scenery, props and related lighting equipment on stage for various performances

Maintain assigned work areas in a neat, clean and orderly condition.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

General practices, procedures, techniques, materials and equipment involved in the construction, alteration, forming, painting, finishing and set-up of scenery and props used in theatre stage productions.

Operation and use of a variety of industrial hand and power tools and equipment.

Basic methods of theatrical stagecraft and types, uses and operation of related scenery and props.

Theatrical terminology and scenic and prop construction technology.

Carpentry, welding, painting and other skills required in set construction and fabrication.

Appropriate safety precautions and procedures.

Operation of a computer and assigned software.

Basic principles of training and providing work direction.

Proper methods of storing parts, supplies and equipment.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Perform a variety of technical duties involved in the construction, alteration, forming, painting, finishing and set-up of scenery and props used in theatre stage productions.

Shape, form, assemble and install various scenery and prop components utilizing appropriate materials and equipment.

Plan, organize and lay out scenery construction tasks.

Operate and maintain a variety of industrial hand and power tools and equipment.

Interpret theatre drawings, plans, diagrams, blue prints, sketches and specifications.

Train and provide work direction and guidance to student workers.

Store and assist in ordering, receiving and maintaining inventory of supplies and equipment.

Understand and follow oral and written instructions.

Observe health and safety regulations and procedures.

Work independently with little direction.

Meet schedules and time lines.

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Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and two years theatre, construction, or related experience.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor work environment.
Regular exposure to fumes, dust and odors.
Frequent exposure to high noise levels.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a variety of hand and power tools and equipment.
Hearing and speaking to exchange information.
Seeing to read and perform construction functions.
Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
Reaching overhead, above the shoulders and horizontally.
Bending at the waist, kneeling or crouching.
Climbing ladders and working from heights.
Standing for extended periods of time.

HAZARDS:

Working around and with machinery having moving parts.
Working at heights.
Power saws and flying debris or nails.
Chemical fumes.