



MATT AUGUST
KASSER FAMILY
ARTISTIC DIRECTOR

GERI WRIGHT
EXECUTIVE DIRECTOR

Tempe Crew Lead

Part-time, non-exempt

Salary: \$17.00/hour

Reports To: Associate Production Manager

Tempe/Phoenix, AZ based

Updated July 2024

Arizona Theatre Company is the state's only LORT theatre, as well as the only LORT theatre in the country that produces in two cities- Tucson and Phoenix Metropolitan Area. Under the leadership of Executive Director Geri Wright and Kasser Family Artistic Director Matt August, ATC produces 5-6 mainstage shows, various workshops and galas each year. Shows are built, rehearsed, and opened in Tucson at the Temple of Music and Art, and then move to the Phoenix Metro Area at our new home at the Tempe Center for the Arts.

Arizona Theatre Company strongly encourages candidates from underrepresented communities within the industry to apply.

Overview

The Crew Lead is the primary deck crew member and fly rail operator for ATC's productions in Tempe. They are responsible for the maintenance and minor repair of all scenic, paint, and prop elements of each production. They are also responsible for developing and maintaining a safe, clean, organized, and efficient backstage workspace throughout the entire production process in coordination with all other Production departments. This position is based in Tempe/Phoenix, AZ.

Essential Functions:

- Serve as the primary deck crew member for ATC's productions in Tempe. For larger shows, supervise additional run crew members.
- Responsible for the maintenance and minor repair of all scenic, paint and prop elements in productions.
- Develop and maintain a clean, organized, and efficient backstage workspace (including the stage floor, fly system, and soft goods) throughout the entire production process in coordination with all other Production departments.
- Keep other Production Department team members informed of technical issues, attempted fixes, and effective solutions to address problems during the production process either thru the SM reports or a separate form.
- Work in conjunction with Stage Management to:
 - Assist with assigning run crew tasks
 - Schedule any additional crew and/or maintenance calls
 - Maintain current run paperwork for each show
- Productions may call for this position to be a costumed run crew member and/or participate in quick changes.
- Purchase consumables as necessary, during the run of each show.
- Act as head fly rail operator for ATC load ins, electrics hang, performances, and strikes. Maintain and update lineset schedule throughout the production process as needed.
- Assist with load-in, remounts, and strike, including the supervision of IATSE crews, as needed.

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PHOENIX, ARIZONA 85001

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TUCSON, ARIZONA 85702

833-ATC-SEAT
ATC.ORG

Essential Functions continued:

- Collaborate with Stage Management on remounting shows from Tucson to Phoenix to ensure a smooth and effective transition. This includes supervising and/or executing scenery notes calls and training of new run crew members as necessary.
- Work on special events, user groups, and other outside ATC activities as needed.
- Attend production meetings and all technical and dress rehearsal notes sessions as directed.
- Other duties as assigned by supervisor.

Qualifications

- Experience with stage crew responsibilities and operations with regards to the running of live professional theatrical performances.
- Experience in theatrical carpentry techniques, prop maintenance, scenic paint touch ups and the tools and/or equipment required for these tasks.
- Experience with the safe operation practices and basic maintenance of a theatrical, single-purchase, counterweighted fly system.
- Experience with the basics of hanging and focusing theatrical lighting instruments.
- Experience operating personnel lifts.
- Strong interpersonal, communication, and supervisory skills.
- Proficient with Microsoft Office Suite
- Must be able to obtain valid driver's license.

Preferred Skills

- Effective communicator and collaborator with designers, actors, directors, fellow staff and overhire.
- Able to promote and cultivate a safe and organized work environment.
- Able to take direction from multiple departments at once and prioritize the assignments
- Attentive to detail, accountable and skilled in time management.
- Basic knowledge of theatrical rigging techniques and practices.
- Ability to operate a 26' Box Truck, or willing to learn.

Physical & Scheduling Requirements

- Must be able to lift and move items weighing 60 pounds.
- Must be able to perform physical activities such as, but not limited to lifting and bending, crawling, kneeling, and climbing ladders.
- Ability to work from heights (i.e. grids, catwalks, ladders, and genie lifts).
- Available to work nights and weekends. Workdays could be long and could include long periods of time either sitting or standing.
- Short Tucson residencies required based on production schedules.

HOW TO APPLY: Please send a resume and a cover letter with references to Jamie Lara at productionjobs@arizonatheatre.org. Please put "Tempe Crew Lead" in the subject line.