

## Technical Director

Reporting to the Production Manager, the Technical Director is responsible for the efficient operation of the technical aspects of productions produced by Rainbow Stage. The Technical Director works with creative teams, designers and experienced carpentry, paint, props, wardrobe, and stage crews to produce rainbow-sized musical theatre productions at our open-air theatre in Kildonan Park.

### Position Specifics

- Full-time (40 hours/week) seasonal position from April 15 – September 20, 2024
- The position requires flexibility in schedule during the summer months. Daytime, evening, weekend, and holiday availability is required.
- The position requires movement between the theatre venue in Kildonan Park, administrative offices on Henderson Hwy and various rental spaces for rehearsals, auditions, and workshops.
- \$25/hour.

### Key Duties and Responsibilities

- Responsible for all technical elements of Rainbow Stage's productions including:
  - Costing shows based on preliminary & final designs.
  - Tracking costs of productions & budget reconciliation.
  - Creating production schedules.
  - Collaborating with heads of departments to create work plans and timelines for build & stage crews and communicating daily with these departments to ensure build plan is on schedule.
  - Supervising build, install, tech & strike of each production.
  - Maintenance of all production equipment.
  - Maintaining inventory of production equipment.
  - Participating in selection of production equipment, facility maintenance & long-term improvement planning.
- Assisting with the confirmation and/or recruitment of IATSE house and casual crew.
- Providing department heads with scale drawings for construction and/or appropriate reference materials .
- Problem solving and working with departments to find creative solutions to challenges that arise.
- Along with the Production Manager, ensuring workplace safety and health procedures are in place, incorporated into crew orientation and consistently followed. Managing daily safety briefings with all stage personnel and ensuring the safety committee is meeting regularly.
- Collaborating with Stage Management to ensure the technical rehearsal hall needs are met.
- Collaborating with the Production Manager and other staff regarding Rainbow Stage Education and Outreach activity needs at the stage.

### Qualifications / Required Skills

- Minimum 2-4 years in Production Management, Technical Direction, or similar field with a thorough knowledge of production techniques and staging principles applicable to a theatre such as Rainbow Stage (carpentry, props, paint, wardrobe, stage lighting, audio, video, rigging, and special effects) and experience with a variety of art forms – especially theatre, dance and music.
- Strong interpersonal and leadership capabilities and a collaborative spirit needed to work efficiently in a diverse environment of artists, producers, and management team.
- Experience in overseeing the creation and construction of scenery, props, and costumes.
- Experience leading and supervising in a unionized stage environment.
- Exceptional computer skills, including Vectorworks/CADD, Microsoft Office Suite and familiarity with specialized theatre software.
- Experience in budget tracking and maintaining material and labour budgets for shows.

- Understanding of Union/Association agreements including IATSE, CAEA, ADC, and MPM.
- Ability to evaluate, ensure, and encourage health and safety in all areas. Experience with health and safety committees and awareness of MB health and safety laws and regulations.
- First Aid certification and pyrotechnic certification are assets.
- Demonstrated critical thinking, problem solving and negotiating skills.
- Strong scheduling skills.
- Demonstrated initiative and sound judgment.
- Excellent written and verbal communications skills with demonstrable ability to communicate with different types of personalities and groups.
- Excellent organizational skills with the ability to work on multiple projects with tight timelines and prioritize daily activities with a positive attitude.
- Ability to stay calm under pressure and make good decisions collaboratively and quickly.
- Possession of a valid driver's license is an asset.

## Additional Information

Rainbow Stage values diversity in its workforce and invites applications from all qualified candidates. If you require accommodation at any stage of the application process, please do not hesitate to make a request. We thank all applicants for their interest in Rainbow Stage, however only those selected for further consideration will be contacted.

Rainbow Stage is committed to providing a safe and healthy environment for all individuals working with Rainbow Stage. As a result, Rainbow Stage will be following any public health orders that are enacted and may implement testing and masking requirements at the stage.

## Contact Information

Interested candidates are asked to submit a cover letter and resumé to Kathryn Ball, Production Manager at [kball@rainbowstage.ca](mailto:kball@rainbowstage.ca) with the subject line **Technical Director**.

**Closing date: open until filled**

## Employer Profile

Rainbow Stage is Canada's largest, longest-running open-air professional theatre. A not-for profit charitable arts organization dedicated to the genre of musical theatre, Rainbow Stage provides Four Pillars of Programming: Education, Outreach, Professional Training & Productions. By connecting our Production pillar to our established Education, Outreach and Professional Training pillars, we have created a bridge for Manitobans as young as 9 years old to begin a journey to a professional career on our stage and behind the scenes.

Rainbow Stage currently operates in three locations in the city of Winnipeg:

1. Seasonal theatre venue in Kildonan Park
2. Administrative offices on Henderson Hwy
3. Various rental spaces for rehearsals, auditions, and workshops

Looking to the future, the City of Winnipeg has committed 3 million dollars (to be matched) to renovate and renew Rainbow Stage as it develops a vision to bring the theatre into the 21st Century. The vision encompasses:

- Ensuring the accessibility/safety for our patrons, contract workers and employees
- The centralization of our operations (administration, auditions, rehearsals, education);
- The building of an all-season rehearsal hall/second playing space;
- The renovation of some existing spaces for all-season activity and accessibility;
- The development of year-round programming (education, outreach, and new work);
- The exploration of practices that will foster and promote environmental stewardship.

As we enter a new strategic plan in the coming year and as we work toward our 75th anniversary in 2029, we have our sights set on continuing to improve the company's artistic and cultural vision in order to properly serve Manitobans for many years to come.