

Lead Stage Employee

Part Time – Hourly, Represented (IATSE Local 28)

The Oregon Symphony Association utilizes four lead crew members throughout the performance season. The role of these individuals is to support the Stage Manager and Concert Managers in planning and executing rehearsals, performances, auditions, and other community or internal events where it pertains to stage work; specifically in regards to the setting and striking of staging, and transporting and setting instruments and related orchestral equipment. These events happen at the Arlene Schnitzer Concert Hall, as well as Willamette University in Salem, Baumann Auditorium in Newberg, and various other venues including primary, secondary schools and other community venues. This particular listing is for someone with lighting experience.

Job Summary: Provides technical and logistical support for theatrical events and presentations. Duties include, but are not limited to: moving, installing, operating and disassembling scenery, props, lighting, sound and video equipment, as well as handling and applying costumes and wigs.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES of the job as determined by department may include assisting or performing the following:

1. Installation and operation of production elements
2. Construction, placing and hanging of scenery and curtains
3. Rigging of theaters
4. Operating and maintaining all paraphernalia of theaters
5. Repairing and operating stage scenery, curtains, properties
6. Repairing and operating public address systems, intercom and In-house video monitoring apparatus
7. Repairing and operating lighting systems, projection systems, etc.
8. Maintaining; cleaning; drying; pressing; sorting; handling; distributing; hanging; unpacking; repacking; repairing costume items
9. The general supervision of all items of costumes, wardrobe and costume/wardrobe accessories
10. Assisting in the dressing of and making changes for all performers, and in creating hairstyles, styling and dressing, hair and Wigs

MARGINAL JOB FUNCTIONS AND RESPONSIBILITIES:

1. Other duties incidental to or necessary for the performance of the foregoing

QUALIFICATIONS AND SKILLS REQUIRED:

1. Read, write, speak, and comprehend English
2. Respond to visual, verbal and sound cues
3. Work as a member of a team
4. Ability to work at pace required for task, either fast or slow.

EDUCATION AND TRAINING EXPERIENCE REQUIREMENTS:

1. High school diploma or equivalent
2. Minimum 3 years of experience in professional theatrical type work.
3. Working knowledge of multiple generations and multiple brands of lighting consoles, examples: 2 scene preset/ older memory console/ Martin M1/ ETC Express, Obsession 2, Eos
4. Ability to work on or oversee the safe installation and operation of theatrical and stage lighting. This may also include designing, programming, and running lights for shows in a dynamic and time sensitive environment.
5. General computer skills: basic knowledge of Microsoft office or other equivalent programs. Ability to troubleshoot basic networking and device operations critical to a performance.
6. Ability to interpret and occasionally create technical drawings, schematics, or blueprints either by hand or with software.
7. Commitment first and foremost to the OSA for the duration of the 38 week performance season from September through May.

PHYSICAL DEMANDS:

(Note: The physical demands described here are representative of those that must be met by an employee, individually or as part of a team, to successfully perform the essential functions of this Job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions. For the purposes of this job description, "seldom" shall mean less than 5% of work shift, "occasionally" shall mean 6–33% of the work shift, 'frequently' shall mean 34-66% of work shift, and "continuously" shall mean 67–100% of work shift.)

1. Sitting, standing and/or walking frequently, for 3–6 hours
2. Lift up to 50 pounds frequently, unassisted; lift up to 75 pounds occasionally, typically assisted
3. Carry up to 50 pounds frequently, unassisted; carry up to 75 pounds occasionally, typically assisted
4. Push/pull up to 500 pounds frequently, typically on wheels
5. Do the following occasionally, as tasks require:
Stand, Bend, Twist, Crouch, Kneel, Crawl, Walk on an uneven surface, Walk backwards, around obstacles or stairs, while carrying objects, Climb stairs, Climb ladders, Work at heights, Reach above shoulder height, Use arms and wrists, Grasp, Squeeze...
6. Do the following frequently or continuously, as tasks require:
Walk on a level surface
Use hands
7. Work in the following environments continuously for shift:
Inside
Moderately Dusty
8. Work in the following environments frequently during shift:
Moderate to severe noise
Moderate to severe darkness
9. Work in the following environments occasionally during shift:
Outside
Moderate to extreme heat, up to 95'
Moderate to extreme cold, down to 30'

LICENSING OR OTHER SPECIAL CERTIFICATIONS REQUIRED:

1. Valid US Driver's License
2. Membership in IATSE Local 28 will be required upon hiring.
3. Some certifications required for special assignments (i.e. forklift).

COMPETENCIES:

- Adaptability – Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- Dependability – Is consistently at work and on time; Follows instructions; responds to management direction; Takes responsibility for own actions; Commits to long hours of work when necessary to reach goals.
- Teamwork – Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Supports everyone's efforts to succeed.
- Interpersonal Skills – Inspires respect and trust; Treats others with respect; Maintains confidentiality; Listens to others without interrupting.
- Communication – Speaks and writes clearly, informatively and persuasively in positive or negative situations; Edits work for spelling and grammar; Listens and gets clarification; Participates in meetings.
- Problem Solving – Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.
- Project Management – Develops project plans; Completes projects on time and budget.
- Customer Service – Manages difficult or emotional customer situations; Responds promptly to customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.
- Professionalism – Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- Organizational Support – Follows policies and procedures; Completes administrative tasks correctly and on time; Supports organization's goals and values; Keeps commitments; Shows respect and sensitivity for cultural differences; Promotes a harassment-free environment; Observes safety and security procedures.
- Planning/Organizing – Prioritizes and plans work activities; Uses time efficiently; Sets goals and objectives; Develops realistic action plans
- Quality/Quantity – Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality; completes work in a timely manner; Strives to increase productivity; Generates suggestions for improving work.
- Some knowledge of or experience with Music, Professional musicians, Classical, Jazz, or other Symphonic music and associated instruments.

Position will remain open until filled

Interested parties may submit a résumé with cover letter to: careers@orsymphony.org. Position will remain open until filled.

No telephone calls please.