



Community Art Center Foundation

DATE POSTED: 12/16/21

POSITION TITLE: Intern Technical Director

Position Summary:

The Prizery in South Boston, Virginia is seeking a Technical Direction Intern to join its production team. A successful candidate will have experience and knowledge as a carpenter in a scene shop, coupled with additional skills/knowledge in lighting, sound, props, or special effects. You will take direction well and possess the eagerness to learn all aspects of technical direction in a fast-paced work environment. Our SummerStock Theater Festival season contracts begin as early as May 16th 2022 and runs as late August 15th. The right person may be offered a yearlong contract to continue September through August of 2022/23.

Essential Functions:

- Draft, construct and mount stage scenery for all productions and special projects.
- Function as Technical Director (TD) for Prizery Youth Theatre productions and assist TD with each SummerStock production Based on Designers' elevations, ground plans, sketches and/or models and through discussions with the designers and directors.
- Drafts all shop plans necessary for constructing, mounting, and operating all stage scenery.
- Direct with TD efforts to produce scenery on stage and make it operational.
- Oversee the maintenance of scenery and technical elements of productions throughout their run as well as planning and supervising the strike and disposition of scenery, within Prizery guidelines, after each show closes.
- In association with the design team, determines and secures materials to be used in each set, how these materials are to be utilized, methods and practices to be used in the construction of each set, and basic standards to be met in the production of Prizery scenery.
- Assists/participates with running crews.
- Work under the supervision of the Technical Director (TD) and within the guidelines, standards and schedules set forth by the production team.
- Participate in shop and equipment maintenance, material purchasing and stocking of supplies.
- Assist, instruct and supervise volunteers who participate in shop activities.
- Submit, in a timely fashion, all expenditure receipts to the Production Manager.
- Assist with the supervision of apprentices, Prizery Youth Theatre students and volunteers assigned to the scene shop.

Minimum Qualifications and Skill Requirements:

- Prior experience working as a carpenter in a scene shop.
- Ability to supervise and train volunteers with little or no prior experience, including youth.
- Must possess the ability to interact with diverse audiences, including guest artists, staff, and volunteers in a professional and confidential manner.
- Must be willing to adapt to a very flexible work schedule.
- Valid driver's license.
- Bachelor of Arts or Bachelor of Fine Arts Degree in Theatre or post-secondary theatre training.
- Prior drafting and welding experience.
- Working knowledge of various aspects of technical theatre, including design and construction.

Physical Requirements:

- Must be able to lift 75lbs on a regular basis.
- Must be able to get low to work on the floor.
- Must be able to work on a ladder and at times carry items up on the ladder.
- The physical ability to travel between various locations is required.
- Reasonable accommodations will be made to enable individuals to perform essential functions.

The Prizery theatre and Arts Center is a 501c3 not for profit society. We operate a 38, 000 square foot arts center with a 260 seat theatre, art gallery, banquet and cabaret hall as well as classrooms and various other spaces for education, community gathering and festivity. For 10 years before Covid-19 The SummerStock Theatre season has drawn professional artists and early career college students to South Boston for a SummerStock theatre season featuring Broadway musicals and theatre productions aimed at local and visiting audiences to the southern Virginia region. This summer we will produce 3 professional shows and two youth camp productions for local children and youth. All incoming performers, artistic and production staff will be paid a weekly stipend and housing while in residence for the summer. Intern stipends vary between \$100-\$250 depending on experience and contract.