

Production Technician (CSJ)

(Full or Part-Time Hourly Position / 7 week contract)

Canada Summer Jobs

ABOUT THE CAPITOL

The National Historically Designated Cameco Capitol Arts Centre is located just 1 hour from Toronto in beautiful and historic Port Hope. One of Canada's first "Talking Picture Houses", built in 1930 and in operation as a multi-entertainment venue since 1995, the Capitol has enjoyed growth over the past five years and is poised for the next chapter in its evolution. The Capitol draws top industry talent for its professional productions as well as highly talented locals for our community initiatives in two performance spaces. Operating year round, the Capitol offers Live Theatre, Concerts, TIFF Films, MetHD Opera and much more via two performance spaces.

The Capitol theatre is seeking an individual for the position of **Production Technician**. This position is funded by the Canada Summer Jobs Program, and is available to applicants between the ages of **15-30 years old**.

PRIMARY FUNCTION

Reporting to the Technical Director or Artistic Director the primary responsibility of the Production Technician is to support the technical aspects involved in the preparation, creation and implementation of plays/performances, live concerts and events. This position will enable a young professional to enhance their technical skills, working as an integral part of the creative process, collaborating with and working alongside the Artistic Director. An exciting opportunity to learn, plan and manage the technical aspects of production related to performances at The Capitol Theatre.

DETAILED DUTIES & RESPONSIBILITIES

- Support the technical aspects involved in the creation/implementation of a play/performance/event
- General assisting and overseeing the technical aspects of a production (ie lighting, sound, scenic elements and projections)
- Working with and assisting the designers
- Developing their skills in hanging and focusing lights.
- Developing their skills in setting up and striking Live shows and events.
- Collaboration with all team members in the technical and production teams to ensure smooth execution of performances
- Learn digital, lighting and sound software requirements.
- Running lighting, sound and projections for shows/events
- Develop planning and coordination skills, the ability to prioritize and delegate
- Develop and hone their skills in live music mixing
- Empowered to make decisions using critical thinking skills
- Other various theatre production duties as required

QUALIFICATIONS

- **Experience or training:** Post secondary degree from a recognized technical training institution or currently studying in a recognized technical training program or an equivalent combination of education and theatre experience.
- Computer proficiency in Microsoft Office (Excel, Word), GSuite (Cloud Computing, Google Docs) and other software applications are required. Also, QLAB, ETC programming language and digital sound consoles.
- Hands on and demonstrated experience in the areas of lighting, sound, projection
- Ability to speak, read and write English

Skills:

- Strong organizational and time management skills
- Ability to multitask and prioritize assignments and tasks
- Computer skills
- Working at Heights Training/Certificate
- Strong communication and interpersonal skills
- Demonstrated leadership skills
- Occasional physical effort may be required
- An adaptable self-starter who can anticipate, identify and solve problems
- Positivity and a strong work ethic

Hours & Compensation:

This position is a 7 week contract, consisting of 40hrs/week with a total 280 hours. This position is funded by the Canada Summer Jobs Program, and is available to young people between the **ages of 15-30**. This position requires availability during regular business hours, evenings and weekends. There is some flexibility regarding availability, though there will be key time periods where availability is required.

Hourly wage of **\$18/hr**.

The contract will begin October 18th, 2021.

How to Apply: Interested candidates should email their CV to jobs@capitoltheatre.com and include **Production Technician (CSJ)** in the subject line. Application Deadline – Friday Oct 8th, 2021

The Cameco Capitol Arts Centre is actively interested in supporting BIPOC and members of the LGBTQ2+ communities and we encourage members of those communities to apply. We thank applicants for their interest, however, only those advancing in the process will be contacted.