

## Lead Scenic Carpenter:

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| Department | Production   | Salary   | \$23.79 hourly  |
| Supervisor | Associate Technical Director and Master Scenic Carpenter | Status   | Seasonal, Hourly<br>(typically works 40 weeks per year) |
| Revised    | September 2021   | Location | Seattle, WA   |

The Staff Scenic Carpenter constructs scenery following plans provided by Technical Management to achieve the Scenic Designers artistic vision for all ACT productions; scenery construction includes carpentry, welding, work with plastics, fabrics, or other materials. This position is covered by ACT's Collective Bargaining Agreement with IATSE Local 15.

### Specific Job Functions

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| <b>Scenery Fabrication</b> <ul style="list-style-type: none"> <li>• Fabricate or modify scenic elements as necessary for theatrical productions <ul style="list-style-type: none"> <li>○ Must have experience with MIG welding</li> </ul> </li> <li>• Ability to move forward on projects with limited supervision</li> <li>• Lead or supervise overhire build crews to get work down efficiently and safely</li> </ul>   | 60% |
| <b>Scenery Installation</b> <ul style="list-style-type: none"> <li>• Installation of stationary, automated, and flying scenery, as directed by supervisors</li> <li>• Work on offstage areas: may include special railings, seat installation or removal, modification of voms and crossovers, building improvements, etc.</li> </ul>   | 15% |
| <b>Shop Maintenance and Safety</b> <ul style="list-style-type: none"> <li>• Maintenance and strike of scenery, as directed by supervisors</li> <li>• Participate in the upkeep, cleanliness, organization of the scene shop, scenery storage, and backstage areas.</li> <li>• Uphold shop safety by participating as directed in the maintenance of machinery, equipment, and tools</li> </ul>  | 10% |
| <b>Additional Duties</b> <ul style="list-style-type: none"> <li>• Assist other departments or shops as time and production needs arise</li> <li>• Assist other departments in moving large equipment or other specialized work</li> <li>• Uphold Shop safety by monitoring the maintenance of machinery, equipment, and tools.</li> <li>• Carry out other duties and responsibilities that may be assigned by direct supervisor or technical management</li> <li>• Flexibility during tech weeks to adjust schedule as needed to help address any problems or concerns that come up outside of regular shop hours.</li> </ul> | 5%  |

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## Qualifications/Skills

### Minimum Requirements:

- Two years in a professional theatre as carpenter, OR equivalent build experience.

### Skills Required:

- A broad skill base and knowledge in carpentry, rigging, metalworking, and automation installation and operation.
- Knowledge of a wide variety of construction materials and methods used in the theater to construct theatrical scenery.
- Capacity to solve problems and engage in creative thinking about challenges in a group setting.
- Training and education in safe operation of stationary and portable power tools, hand tools, stage rigging and equipment.
- Proven ability to work independently and collaboratively with others, while remaining flexible and adaptable to changing priorities within the build process.
- Valid driver's license. Must be comfortable driving ACT Shop Truck (Toyota Tundra)
- Effective communication skills – verbal and written
- Basic Word processing, Excel spreadsheets, Internet sourcing, email, and file sharing skills

## Equity and Inclusion

ACT strives to be an anti-racist, fully accessible, multicultural theatre that is truly welcoming to all. Employees will:

- Demonstrate the initiative to learn and enhance skills that promote anti-racism, cultural competency, and an understanding of oppression and its impact
- Participate in intentional learning efforts, including events relating to understanding institutional racism and building cultural competency and show a commitment to diversity, equity and inclusion

## ACT Theatre Mission and Vision

- Mission: ACT is a contemporary theatre where artistic ambition and civic engagement unite.
- Vision: ACT envisions a world where the power of theatre expands our collective understanding of community and our own humanity.

## Peak Performer Commitments

ACT's values and principles guide our work, relationships and decision-making. We encourage our employees to practice forward thinking and curiosity-driven learning. We emphasize inclusivity of voices, experiences, and cultures, and seek to be a transformative agent for change in individuals, communities, and societies. We are civic minded, and believe in the spirit and strength of shared purpose and collective responsibility.

## Essential Physical Skills

- Ladder and stair-climbing is required.
- Must be comfortable working at heights on uneven surfaces.

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- Ability to lift 30lbs solo and 50lbs in tandem repeatedly.
  - Ability to push or maneuver 70lbs repeatedly

### **Environmental Conditions**

- Scene shop environment
- Some evening and weekend work required during load-in and tech weeks.
- Limited computer work

*Disclaimer:*

This job description is not to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position. All ACT employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
**Signature** (Verifying receipt and understanding of this job description)

\_\_\_\_\_  
Date