

Up with People Road Staff Position Description

Title: Stage Technician
Reports to: Technical Manager
Department: Production
Starting Date: January or July



Core Responsibilities:

The Stage Technician works closely with the Production Team overseeing all aspects of Up with People's technical production. They will also help to develop, train, mentor and teach all participants making sure a standard of excellence is set at all times. They will also oversee and help facilitate load in and load out sessions while maintaining artistic integrity of the show, as well as participant safety. The Stage Technician must be able to:

- Act as a coach, role model and mentor in the participants' learning.
- Maintain a safe and respectful multicultural learning environment.
- Be adaptable and flexible in a fast paced, constantly changing environment.
- Develop and foster a community amongst the group that allows for a transformative experience for participants and community members.
- Attend to participant needs, counseling and feedback.
- Work with all staff facilitators to ensure the successful implementation of the entire Up with People program by participating in a variety of program components.
- Build and maintain relationships with outside constituencies, including host families, prospective participants, donors and supporters.

Specialized Responsibilities:

- Support all stage requirements of all Up with People performances.
- Ensure the setup and execution of all video components of the show.
- Work with Lighting Technician to train and supervise the spotlight operator during rehearsals and show performances, as well as being one of the operators.
- Coordinate with Technical Manager to oversee backstage deck management during show performances, ensuring cast preparedness, timely and accurate execution of the show.
- Work with the Technical Team to manage relationships with local vendors for rented equipment.
- As appropriate, coordinate with the Technical Manager the technical rider for each community and ensure power requirements are met for each show.
- Work closely with the Technical Manager on troubleshooting, inventory, security, repair and transportation of all road equipment.
- With the Technical Team – oversee, participate in and teach the cast how to set up and strike show equipment ensuring a safe and professional environment at all times.
- Perform maintenance on Up with People owned equipment.
- Create artistically pleasing shows in each city, dependent upon local needs.
- Guide/Coach internship and assistantship teams throughout the semester; coaching them in their learning goals, facilitating mid-point check-ins and evaluations, and final evaluations.
- In collaboration with the Production team ensure the overall success of the show, including logistics, technical requirements, community involvement and creative production.
- As necessary, properly prepare and use the equipment carnet during tour shipping.
- In collaboration with the Production Team help to plan/run workshops, rehearsals and review performances.
- Nurture and inspire creative potential in all participants and educate them through the Up with People Performing Arts Curriculum.
- Work with, guide, mentor and share responsibilities with the Production Team.
- Provide support in other areas as needed.

Qualifications:

Essential

- Training or education in Stage, Lighting, Sound or a related field.
- Experience in setting up and tearing down stage equipment.
- Ability to lift 50 lbs (23 kilos).
- Ability to manage ambiguous situations and openness to new and complex circumstances.
- Ability to work successfully with people in diverse and international team environments.
- Highly reliable and able to balance a broad perspective as well as attention to detail.
- Have a level of verbal and written English skills to be able to effectively correspond as well as present information to an international audience of fellow staff, participants and the general public.

Preferred

- Experience in the facilitation of experiential education programs for young people.
- Lived or worked in a foreign country.
- Second language skills.
- Strong verbal and written English skills to be able to write reports and business correspondence as well as effectively present information to an international audience of fellow staff, participants and the general public.
- Strong organizational skills.
- Basic skills and knowledge to work with Apple software
- Basic skills and knowledge to work with Microsoft Windows software (Word, Excel and PowerPoint).

Notes:

- This position description is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the position.
- This position expects a minimum one year (two-tour) commitment.
- All Up with People road staff members are expected to have a valid driver's license and be willing to drive in all regions of the tour.
- Transportation from your home airport to Denver as well as from your last project assignment of the semester to your home will be covered by Up with People.
- This is a volunteer staff position. As a result no compensation is offered. You will receive a monthly per diem towards reimbursement of expenses.

Application Procedure:

To apply for this position, please send a resume or CV along with a cover letter to Employment@upwithpeople.org. In the "Subject" line put your name and the position for which you're applying along with the program start date, (January or July and Year)