



PACIFIC CONSERVATORY THEATRE

Job Description

Position: Sound Engineer/Assistant Shop Manager

Department: Production

Reports to: Sound Director/Designer

Under the supervision of the Sound Director/Designer, the Sound Engineer/Assistant Shop Manager (a full-time exempt position) is responsible for coordinating and planning all sound requirements, including the installation and maintenance of sound systems in multiple theatres. Serves as Sound Designer on select shows and as the Sound technician on PCPA and other events in the PCPA theatres and PCPA in the community.

At PCPA we believe that diversity makes us stronger, enriches our art, and is a source of joy. We believe that our understanding of the principles of Equity, Diversity, and Inclusion must continually grow and be actively practiced in our behavior and relationships. We will maintain a safe and welcoming working environment, free from any aggressions, and will interrupt behaviors that hinder our efforts to create an equitable, diverse and inclusive environment. We will make space for open communication that enhances relationships with all staff and community members, particularly those belonging to historically marginalized groups. PCPA is committed to anti-racism and prohibits discrimination against anyone based on factors including, but not limited to: race, color, religion, sex, gender identity, sexual orientation, national origin, age, disability (physical or mental), or socioeconomic standing. We commit to serving our community by inspiring our current audience, cultivating our future audience, and preparing the next generation of theatre professionals.

Roles and Responsibilities:

- Front of House Mixer for all productions, unless otherwise determined.
- May design select productions as assigned.
- Serves as Sound department technician under the direction of the Sound Director and in service to individual productions.
- Maintains a safe, healthy, and clean work/shop/theatre environment in compliance with PCPA guidelines.
- Repairs equipment.
- Serves as a staff supervisor for events sponsored by other organizations and for PCPA events in the community.
- May assists in the supervision of conservatory students and interns in the Sound Lab classes as it relates to the design process, system installation, maintenance, and run of the show at the request of the Sound Director
- Serves as a resource for guest sound designers.
- Attends EDI, sexual harassment, anti-bias, anti-racist, and other Human Resource trainings and workshops.

- Works in a manner consistent with understanding and demonstrating inclusive behaviors; maintains a safe and welcoming working environment, free from any aggressions; and interrupts behaviors that hinder PCPA's equity, diversity and inclusion efforts.

Note: This description is not exhaustive. It reflects regular essential functions, and it is not intended to proscribe or restrict the specific tasks that may be assigned.

Qualifications and Skills preferred:

- Understanding of the principles of sound technology and design, with additional knowledge of other principles as they relate to the overall theatre production process.
- Working knowledge of all aspects of the theatre – production and technical, as well as performance. Working knowledge of the principles of sound, electricity, and design as they relate to the overall theatre production process.
- Ability to work productively under time constraints and to meet deadlines.
- Knowledge and experience with Yamaha CL series consoles, Dante network protocols, Digital Audio Workstation(s), Qlab, VectorWorks, Clear-Com systems, Shure wireless microphones and wireless workbench.
- Able to draft in AutoCAD or VectorWorks.
- Knowledge of Recording Techniques.
- The ability to implement sound systems in a variety of spaces.
- Knowledge and experience in theatrical live mixing and microphone reinforcement with both analog and digital equipment.
- Demonstrated ability to establish and maintain positive working relationships.
- Excellent communication skills – written, verbal, visual.
- Excellent troubleshooting skills.
- The ability to teach/transferring knowledge to conservatory students and interns through shop and show assignments.
- Demonstrated experience evidencing commitment to anti-racism, equity, diversity, and inclusion.
- Demonstrates a special sensitivity and ability to work effectively with diverse company and community members - with respect to race, color, religion, sex, gender identity, sexual orientation, national origin, age, disability (physical or mental), or socioeconomic standing.
- Bachelor's degree in Theatre or related field preferred or 3-4 years of professional experience in a similar position.
- Note: This description is not exhaustive. It reflects regular essential functions, and it is not intended to proscribe or restrict the specific tasks that may be assigned.

Other Requirements:

- Possess a valid license to drive and/or be able to receive a state of California license to drive. This position may require driving company vehicle(s).
- Will be required to drive company vans and box trucks of varied sizes.

Work Conditions:

- Ability to work weekends, evenings, and work with a flexible schedule.

- Ability to work in an environment where there are frequent interruptions.
- Must be willing to travel and work at various sites.
- Must be willing to work outdoors in a variety of weather conditions while using the appropriate safety procedures.
- Will have to work at heights, around moving machinery, and with exposure to noise, vibration, and dust.

Physical Demands:

- Must be able to detect and distinguish musical and audible tones.
- This person needs to occasionally ascend/descend ladders and work on elevated platforms.
- This person must be able to detect visible and audible cues on the stage from a distance of 40 feet.
- This person needs to occasionally work at a computer terminal in dark environments.
- This person will need to position themselves in elevated catwalks, in theatrical scenery, or in unique non-traditional environments.
- This position will need to frequently communicate with students and staff in a noisy theater environment.
- This position will assist staff and students to move theatrical equipment from and to various sites weighing up to 65 pounds.