

McCarter

Job Posting

POSITION: Stage Technician

DEPARTMENT: Production, Stage Operations

CLASSIFICATION: Full-time; Seasonal; Non-Exempt (Eligible for overtime)

REPORTS TO: Stage Supervisor

PAY: Minimum \$1,000/wk / \$25/hr

BENEFITS INCLUDE: Medical, vision, and dental insurance, flexible spending accounts, paid vacation, sick and personal time, paid staff holidays, life insurance, long-term disability insurance, employee assistance program (EAP), and a 403(b) retirement plan with employer match, as well as other perks.

LOCATION & SCHEDULE: This is an in-person position reporting to our theater spaces located at 91 University Place in Princeton, NJ. Schedule will be based on production/performance and departmental needs; numerous weekend and evening hours, and occasional holiday work, will be required for this position and communicated and scheduled as far in advance as practicable.

START DATE: August 2023, exact date flexible

Organizational Summary

McCarter Theatre Center, centered between New York City and Philadelphia on the campus of Princeton University, is a creative and intellectual hub that inspires conversations, connections, and collaborations in our communities. We lead with justice and joy, and we seek beauty in belonging. McCarter is an independent, non-profit performing arts center that creates and curates engaging performances, education programs, and community partnerships. As a performing arts center, in addition to presenting artists both nationally and internationally, McCarter also produces its own theatrical events as part of our Theater Series. Shows in the Theater Series are produced "in-house" and unlike our presented events, run for several weeks.

McCarter is an equal opportunity employer committed to hiring, supporting, and promoting a diverse workforce and inclusive culture. McCarter is committed to fostering a diverse, anti-racist company and have begun that work in earnest; this work goes beyond our staff and production teams and includes engaging, educating, and cultivating a broad range of audiences, making the arts accessible to all people, and presenting a variety of entertaining and thought-provoking programming across disciplines. As such, McCarter seeks team members who: contribute to a diversity of backgrounds and experiences to support an expansive artistic vision; are committed to engaging in ongoing anti-racism and anti-oppression work collectively and individually; value collaboration, flexibility, and an openness to continuous personal and professional growth. Please review our staff-written Framing Statement on equity, diversity, inclusion, and accessibility, linked [here](#).

Position Summary

As a member of the Stage Operations team, **Stage Technicians** support all of the plays and events in McCarter's theaters and in our rehearsal rooms. This position can serve in a variety of capacities on run crews and during load in and strike periods, including but not limited to sound, electrics, prop running, and projections.

Principal Job Responsibilities

- Work load-in, strike, and run crew for produced and presented shows as assigned.
- Function as sound technician, A2, flyperson, props runner, and/or electrician as needed.
- Assist the Stage Supervisor, Sound Engineer, and Head Electrician with equipment maintenance.
- Assist on other Stage Operations projects as time permits.

- Maintain consistent awareness of institutional events, meetings, and other information via company email and other modes of communication.
- Support and engage in safe working practices and follow all McCarter safety and code of conduct policies.
- Participate in the work to make McCarter an antiracist theater. Actively seek ways to improve our work practices to make the Production Department and McCarter as a whole more Equitable and Inclusive.

Work Environment

- In-person work will largely be completed in the theater spaces at 91 University Pl, Princeton, NJ. Available office and desk-space is in a shared office environment.
- Able to lift, push, or maneuver up to 70 lbs., repeatedly.
- Able to climb and work on ladders up to 65 feet high.
- Able to work in full view of the audience (i.e. a vista scene shifts.)

Qualifications

- Strong collaboration and team-oriented communication skills
- Demonstrated proficiency in industry-standard computer programs, including Microsoft Office and Q-Lab.
- Knowledge of standard lighting, video and sound equipment.
- Basic carpentry skills for repair of scenic elements during the run of a show.
- Able to read and understand technical ground plans, sections, sound, and lighting plots, etc.
- Able to make basic repairs on video, sound and electrics equipment.
- Valid driver's license; able to drive a 26' box truck or smaller.
- Strong EDIA and antiracism critical consciousness or curiosity and willingness to grow in these areas.
- Led by our core values, McCarter fosters and expects a culture of care and respect for the wellbeing of our staff. Individuals are strongly encouraged to be up to date on COVID-19 vaccinations, if they are able to do so; however, due to recent policy changes vaccination is no longer required.

These job responsibilities may not include all assigned duties or aspects of the job described, and may be amended by McCarter at any time as needs and demands evolve.

We encourage all candidates to apply, even if they do not currently meet all qualifications. We know there are great candidates who may not have all of the qualifications listed above, but possess intuitive knowledge or other fully transferable skills. If that is you, don't hesitate to apply and tell us about yourself. McCarter is committed to on the job training and mentorship. We also encourage candidates who do not live within commuting distance to apply. We are eager to tell you about the area, which includes many communities and towns outside of Princeton.

If you are interested in supporting McCarter's vision, we would love to hear from you.

Please email jobs@mccarter.org with your name and "Stage Technician" in the subject line. You do not need to submit a formal resume, although they are welcome. Do also mention where you heard about the position; no phone calls please. We look forward to learning more about you!

McCarter Theatre Center is committed to providing access and reasonable accommodation in the application and hiring process for individuals with disabilities if needed and requested. To request disability accommodation, please contact (609) 258-6500 and connect with Human Resources.