



Position Announcement/Description
Midland Center for the Arts
Midland, MI

Position Title: Technical Manager/Head Scenic Carpenter
Supervisor: Director of Technical Services
Classification: Full Time Hourly
Salary: \$42,000 to \$44,000 yearly
Last Updated: August 29, 2024

About Midland Center for the Arts

The Midland Center for the Arts is a cultural destination where people find meaning and connection in their busy lives. One of Michigan's largest non-profit arts organizations, the Center is a unique cultural complex located in the city of Midland, Michigan. The 275,000SF facility encompasses an auditorium theater (1500 seat) that presents touring Broadway and national artists and entertainers, a mid-sized theater (400 seat) for touring programs and locally-produced theater, a four-story hands-on, interactive museum of science and art, a historical campus, and an in-house community theater and professional regional symphony.

World-class entertainment and programming begin with sharing the stories and experiences that look like the world. At Midland Center for the Arts, we strive to create a workplace and patron experience where all people feel welcome and engaged. Our organization celebrates diversity in all of its forms while pursuing our mission as the cultural destination for the Great Lakes Bay Region. Our work reflects our community and our values as an inclusive and accessible home for art, science and history exploration. Our organization is committed to including voices of those varying in abilities, ages, ethnicities, gender identities & expressions, races, religions, sexual orientations, and socioeconomic backgrounds.

DUTIES AND RESPONSIBILITIES:

The duties of this position include, but are not limited to:

- Provide technical direction and oversee the set build for all Center Stage Theatre shows.
- Collaborate with scene designers to best achieve the goals of the show based on the director's vision and the technical capacity of the venue and budget.
- Develop accurate cost estimates for set builds.
- Oversee and manage part time carpenters and volunteers.
- Coordinates the use of Technical Services equipment for Center Stage productions.
- Order materials and supplies as needed to execute set builds.
- Assist and guide the volunteer crew and designers with sound, light and prop duties
- Attend production meetings.

- Schedule maintenance of the lighting, sound and rigging systems for the theater
- Maintenance of the scene shop and its tools.
- Provide a safe working environment for staff and volunteers in accordance with Center policy and OSHA regulations.
- Responsible for the management Center stage theatre's scenic, prop and furniture inventory and its maintenance.
- Responsible for overseeing productions on show nights/days as the onsite Center representative.

General:

- Study, follow and advise others on the Michigan Occupational Safety & Health Administration (MiOSHA), Michigan Right to Know Law and all other relevant guidelines and laws.
- Performs other duties as assigned.
- Maintains confidentiality.
- Adheres to all Center policies and procedures.
- Attend all required meetings and trainings, including but not limited to safety trainings, IT trainings, HR meetings and trainings, and DEIA trainings.

PREFERRED KNOWLEDGE, AND EXPERIENCE AND ABILITIES:

The requirements listed below are representative of the knowledge, skills, and abilities required to perform the necessary functions of this position:

Qualifications:

- Strong scenic construction skills.
- Experience in Crew supervision to build sets.
- Must be able to multi-task, meet deadlines, and work independently.
- Read and interpret build plans.
- Ability to work from aerial lift.
- Work with volunteer and part-time staff.
- Ability to delegate work assignments and projects.
- Ability to Work within given budget.
- Ability to maintain shop housekeeping and communicate effectively.
- Ability to lift objects up to 50 pounds

Education and Experience Requirements:

- 1-3 years of verifiable scenery construction experience with portfolio or verifiable work history.
- Experience working with a wide range of materials including:
 - Wood, plastics and metals
- Experience painting
- Experience in a supervisory capacity in a theater or performing arts environment
- Experience working in community and youth theatre programs
- Basic knowledge of theatrical lighting and sound systems.
- Minimum High School graduate or equivalent.
- Must be able to pass a background check.
- Must have valid driver's license.