



## Job Posting: Head Stage Carpenter

*We create community by producing relevant, high quality contemporary theatre; by playing a national leadership role in the development and creation of new Canadian plays; and by bringing audience and artists together in an exchange around the work.*

**Reporting to the Technical Director, this is a full term position with work commencing November 5th.**

### **Job Description/ Duties**

- Serve as running crew for ATP productions or rentals as assigned by the theatre
- Oversee the set-up and operation of all scenic elements and rigging for productions, rentals, or other events in the Martha Cohen Theatre, or other venues leased or owned by ATP as required
- In consultation with other members of the production team, to maintain the technical and artistic integrity of all ATP productions
- Supervise casual stage crews while work is being performed in the Martha Cohen Theatre
- Inspect and maintain all stage areas, staging equipment and tools
- To report to the Technical Director and Director of Production in matters of equipment, scheduling, staffing requirements and show preparation
- To report to the Stage Manager in regards to rehearsals and performances
- To read all scripts for ATP productions prior to the first day of rehearsal and attend rehearsals as scheduled
- Assist shop carpenters in planning and construction of scenic elements for ATP as required
- Attend production meetings, staff meetings, technical rehearsals, and notes sessions as necessary
- Track rigging inventory and record keeping in regard to storage, use, safety, and maintenance. Contribute to the overall production archive
- Serve as the Fire Warden governing the Martha Cohen Stage

### **Experience and Essential Skills**

- A passion for performing arts and the creation of new work.
- Broad working knowledge of theatrical rigging, and safety guidelines for a fly house
- Good organizational and communication skills
- Ability and enthusiasm for working in a collaborative, adaptive team environment
- Experience with theatrical scenic construction including a wide range of materials is an asset
- Ability to interpret set design drawings
- Experience with Vectorworks and all associated programs would be an asset

### **Employer Profile**

At Alberta Theatre Projects we are committed to a diverse workforce and a respectful work environment. We are focused on attracting and retaining the best talent by encouraging applications from all qualified individuals including visible minorities, aboriginal people, and people with disability.

### **Additional Information**

Working conditions and wage shall be governed by Collective Agreement with I.A.T.S.E., Local 212.

Please send a letter of interest, an up-to-date CV, and a list of three references to **David Fraser, Director of Production** at [dfraser@atplive.com](mailto:dfraser@atplive.com). Interviews will commence immediately and resumes will be accepted until a successful candidate is found. We thank everyone for their interest, but only those short listed will be contacted. For more information about Alberta Theatre Projects please visit our website, [www.atplive.com](http://www.atplive.com)