

## JOB POSTING

**Position Title:** Technical Director

**Department:** Production

**Responsible to:** Director of Production

**Calgary Opera's Vision:** Calgary Opera aspires to be a leader in the Opera field, known for its intensive collaboration with arts organizations of all sizes, a thoughtful balance of traditional classics and more alternative works, and a mix of larger-scale and smaller artistic projects. The company will rely on a network of diverse sources to recruit artistic and operational talent, with a strong commitment to develop and showcase top Canadian talent

**Calgary Opera's Mission:** Calgary Opera engages our entire community with innovative and inspiring operas in a multitude of forms and venues, and through educational activities and the training of young Canadian artists, while developing our people and managing our operations in a fiscally sound and efficient manner.

### **Calgary Opera's Values:**

- Dynamic, progressive and diverse works that advance the artistic practice, drive excellence and engage the broadest spectrum of our community
- The development and promotion of Canadian talent
- An unrelenting commitment to and relationship with audiences and the community at large
- Being part of our community
- Nurturing and maintaining a high performance team
- Financial responsibility and long-term sustainability
- Thrilling audiences, board, staff and partners every time we interact

### **Summary**

The Technical Director is responsible for managing the technical production-related aspects of all Calgary Opera productions and events.

### **Qualifications**

- Degree or Diploma in a recognized professional training program
- Minimum 3 years' experience as a Technical Director in Opera or Regional Theatre
- Experience working with Union crews
- Experience in a theatre with a counterweight fly system
- Ability to work a flexible schedule which includes some evenings and weekends
- Ability to communicate with directors, designers, administration, stage management, suppliers and vendors

### **Duties and Responsibilities**

- In consultation with Director of Production, the Technical Director negotiates technical support, contracts and coordinates all personnel, equipment, and services related to physical productions all Calgary Opera productions and events.
- Coordinate shipping logistics for production rentals
- Assist Director of Production in developing production budgets as well as monthly budget reconciliation and forecasting.
- Maintains production records, updates rental information for productions, manages, production rental inquiries and rental contracts
- Act as the set up and strike supervisor for all Calgary Opera productions
- Sets production schedule in coordination with Director of Production
- Supervises the work of the Assistant Technical Director and Production Assistant
- Researches and coordinates purchases and construction for all productions, outreach and special events
- Working closely with the Designer, provide costing, construction drawings, and develop scenery construction and painting schedule
- In conjunction with Stage Management, ensure the smooth and accurate integration of all technical elements into each show in the rehearsal process and performances.
- Supervises load-ins, load-outs, technical rehearsals, performances and special events, creates crew calls for shows and determines labour needs.
- Sits on negotiating committee with regard to contract negotiations with I.A.T.S.E.
- Responsible for inventory of warehouse, maintenance of contents, which includes repair and /or refurbishment of sets and props.
- Acquisition of lighting and additional gear needed for production and events.
- Drawing, drafting and distribution of plots, including rail, for shows and for onsite set constructions
- Act as construction team leader for all set construction projects
- Attend all technical rehearsals and performances.
- Be responsible for the approved acquisition, maintenance, loan and rental of all Calgary Opera lighting, sound, video (projection), stage equipment and accessories.
- Provide support, where possible with facility related issues/repairs/rentals.
- Stay abreast of current trends in lighting, sound, scenic construction, and special effects technology.

### **Knowledge and Skills**

- Proficient in Microsoft Office and Vectorworks
- Knowledgeable in theatre lighting, audio, scenic construction, scenery and rigging practices.
- Valid Canadian Driver's licence, clean driving record (capable of driving a 5 ton is an asset)
- Current Fall Arrest, Scissor Lift, First Aid and WHMIS

### **Measurements of Success**

- On-time delivery of each production element for all areas of responsibility.
- Positive reports from directors, designers, stage managers and technical department heads.
- Low rate of accident reports filed.

Please submit application and resume with references to:

Bonni Baynton  
Director of Production  
[bbaynton@calgaryopera.com](mailto:bbaynton@calgaryopera.com)

Deadline for Submissions: May 31, 2019 or until suitable candidate has been found

Start Date: Mid June or sooner. Start date is negotiable

Salary: Contingent on experience & qualifications,  
plus benefits package.

Candidates chosen for an interview will be contacted.