

CITY OF LIBERTY  
Seasonal/Temporary Job Description

JOB TITLE: Theater Technician  
REPORTS TO: Lead Theater Technician  
DEPARTMENT: Parks & Recreation  
PROGRAM: Community Center Evening and Weekend Facility Attendant

JOB SUMMARY

To perform a full range of technical tasks related to the Liberty Performing Arts Theatre.

JOB SCOPE

Performs a full range of technical tasks related to the Performing Arts Theatre. Serves as sounds and/or light technician at theater functions. Consults with rental clients to discern their technical requirements. Enforces established theater policies. Assists with the execution of internally developed programs and events.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Serves as sound and/or light technician at theater functions as assigned.
2. Consults with rental clients to discern their technical requirements.
3. Enforces established theater policies (safety, cleanliness, general rules, etc.).
4. Maintains theater equipment inventory. Performs routine maintenance, repairs, installations, equipment purchases, etc., as assigned.
5. Serves as representative to clients during their use of the Theatre.
6. Assists with the execution of internally developed programs and events (concerts, dances, festivals, theatrical productions, etc.) which might include building sets, designing sound and lighting plots, serving as stage manager, serving as assistant producer, and working closely with contracted staff.

OTHER ASPECTS OF JOB

1. Lends support to other Theatre staff as needed (house staff, etc.).
2. Performs other related duties as assigned.