

Technical Director – George Daily Community Auditorium

About the Organization

The George Daily Community Auditorium is a professional theatre venue located in Oskaloosa, Iowa. After opening in 1997 as a community auditorium, the nonprofit organization quickly transitioned into a presenting arts organization, touring in entertainment acts from all over the world. The GDA has presented as large as touring Broadway shows (e.g. Monty Python's 'Spamalot') to as small as two-person Missoula Children's Theatre directing teams.

In 1999, the George Daily Youth Theatre started as a summer theatre camp program and consists of summer theatre camps, after school theatre camps, and Elementary School and Middle School Productions. With over 400 yearly registrations from pre-k through high school students, the George Daily Youth Theatre is a process-based program that uses theatre as a tool to grow skills in collaboration, communication, creativity, critical thinking, and citizenship.

Mission (What we do.)

Cultivate an ecosystem for engaging with terrific performances and education to strengthen our community.

Vision (Where we're going.)

To be the hub for creative endeavors that transform community life.

Approaches (How we will operate.)

Our programs and projects are accessible, affordable, and energizing.

Values (Our habits at our best.)

1. We are safe with our words, bodies, and efforts.
2. We are supportive to our team, our audiences, and our stories.
3. We are honest with our engagements and our efforts.
4. We are infinite (we are playing to play and keep everyone who wants to play, playing).
5. We strive for growth.

About the opportunity.

The GDA is a community-focused organization that partners with other community and education institutions at a foundational level. It is one of the crown jewels of recreation in Mahaska County and has received national recognition for its belief that a spirit of partnership grows strong and thriving communities. The organization is seeking a Technical Director responsible for maintaining and growing the vision and mission of the organization in relation to its facilities and technology. They must be capable of planning, maintaining, and assessing systems that relate to the operation and scheduling of all facilities and technology of the organization. The Technical Director is expected to cultivate partnerships and relationships between the organization and the broader community and represent the organization positively at a local, state, and national level.

TITLE: Technical Director

REPORTS TO: Executive Director

RECEIVES GUIDANCE FROM: Community Engagement and Education Director, the Associate Director of Creative Programming, and the Friends of the Auditorium Board.

BASIC FUNCTION: Provide leadership, vision, and guidance for the physical facilities and technical equipment for the George Daily Auditorium. Directs the work and effectiveness of staff, processes, systems, outcomes, and outputs for all areas of operations, facilities, technology, and equipment. This position requires continuous use of independent judgment. The essential functions as shown below

represent only the key areas of responsibilities; specific position requirements will vary depending on the needs of the organization.

SKILLS AND JOB FUNCTIONS(w/responsibilities):

1. Exhibit essential dispositions and ownership of the GDA mission, vision, and values.
2. Exhibit passion about using the arts to grow community.
3. Exhibit essential dispositions and ownership of being a collaborative leader and colleague who is empathetic, motivated, and humble.
4. Exhibit effective communication skills.
5. Prompt and regular attendance.
6. Exhibit patience, tolerance, persistence, and flexibility for effective outcomes for students.
7. Demonstrate confidentiality as needed and required.
8. Animated hospitality approach to students, parents, colleagues, and stakeholders.

HIRING SPECIFICATIONS:

1. Provide leadership and supervision for organization technicians, teachers, students, and volunteers.
2. Supervise implementation of organization procedures, pertaining to facilities, technology/equipment, and safety/security.
3. Lead and collaborate in development of strategic and operational plans.
4. Lead in the area of technical direction and facility management including staffing, volunteer coordination, operations, logistics, and systems for effective outcomes.
5. Evaluate approaches and practices to ensure that programs and facilities are implemented in accordance with the mission, vision, and values of the organization.
6. Provide leadership to staff, students, and volunteers in preparing and implementing programs and initiatives in conjunction to the strategic plan.
7. Manage information and conflict by being available to meet with staff, volunteers, parents, partners, and community members on organization issues.
8. Initiate recommendations for services, improvements, and purchases for the organization.
9. Provide cost benefit analysis for areas of responsibility.
10. Prepare annual and production budgets in collaboration with the Executive Director and the Community Engagement & Education Director.
11. Develop procedures to ensure the proper execution for budgeting, scheduling, estimating value analysis, and production contract review.
12. Work with coworkers, partners, and other stakeholders in developing and maintaining general educational specifications for organization technology and facility management.
13. Represent the George Daily Auditorium effectively in the community, state, and nation.
14. Lead in other duties as assigned.

ABILITIES:

1. Must be able to lift at least 75lbs comfortably and regularly
2. Must be able to work on catwalks, lifts, and ladders at heights of up to and exceeding 50' above ground.
3. Must be able to use Microsoft office or equivalent software.
4. Must be able to use all tools commonly found in scene shops (drills, screw guns, saws, etc.)
5. Must have strong organizational skills.
6. Must be able to work in indoor and outdoor environments.
7. Must be passionate about working with students of all ages
8. Must be willing to work outside of traditional business hours.
9. Must be prepared to offer operational and administrative support to other team members.

Desired

1. Experience partnering with communities' business leaders, elected officials, educators, and city and county employees.
2. A strong base of creative problem solving and lateral thinking.
3. A four-year theatre degree with technical theatre focuses or equivalent experience working with multiple areas of technical theatre.
4. Design experience in set, lights, audio, wardrobe, and/or props.
5. Experience operating and working with a single-purchase fly system.
6. Experience with principles of graphic design.
7. Able to lift up to 120 lbs comfortably and regularly
8. Experience working with CAD programs (VectorWorks, AutoDesk, or similar programs preferred).

KNOWLEDGE AND EDUCATION:**Required:**

1. Must be knowledgeable and follow all current safety protocols and operating standards for multiple areas of theatre including:
 - a. Scene Shop and construction
 - b. Fly Rigging (single purchase system)
 - c. Stage Lighting
 - d. Audio/Video Equipment
 - e. Building Electrical
2. Knowledge of Technical Theatre, best practices, and effective teaching methods.
3. Understanding of complex organizational systems.
4. Valid driver's license

Desired:

1. Previous teaching experience in technical theatre
2. Experience working in a culturally diverse setting
3. 4 year theatre or facilities administration degree or equivalent experience

Compensation

This is a full-time exempt position with a salary range between 40K-50K per year and an annual salary increase at the discretion of the Friends of the Auditorium Board of Directors.

Benefits Package

1. Access to healthcare coverage (40% employee covered)
2. Access to vision and dental insurance
3. Paid time off that includes sick days and vacation days (160 hours)
4. Eight paid holidays
5. Comprehensive flextime for working outside regular working hours
6. Creative Artist-led work environment