



## TECHNICAL PRODUCTION GENERAL CREW

**Department:** Production

**Supervisor:** Crew Chief

**Type:** Part-Time, Non-Exempt, Seasonal

**Compensation:** \$18 - \$26 per hour (pay based on experience)

Caramoor Center for Music & The Arts is currently seeking qualified candidates for the role of Technical Production General Crew for its Summer Concert Season, with an anticipated start date of May 13, 2023.

## JOB DESCRIPTION

### Essential Duties and Responsibilities:

The Technical Crew is responsible for executing the theatrical operations of all of Caramoor's performance spaces. Under the supervision of the Crew Chief, key duties include the load in, running, and strike of all technical materials for each production. Crew may be assigned to work-specific departments, such as lighting, sound, rigging, or carpentry, but may also be assigned other duties as delegated by the Crew Chief or Director of Production. Other duties may include, but are not limited to, keeping backstage and storage areas clean and organized, transporting materials throughout the campus, loading and unloading trucks, assisting in hospitality setup and strike, and supporting the Artists as needed. Crew members must be immediately available as needed during the entirety of rehearsals and performances. The crew must observe all safety procedures.

### Qualifications:

- A working knowledge of all aspects of the theater – production and technical, as well as performance.
- **Communication Skills:** Must have professional and approachable skills to effectively work closely with artists, make them feel welcome, and attend to their needs. Strong interpersonal and verbal communication skills are required for interaction with other stakeholders including staff, vendors, guests, the Board of Trustees.
- **Collaboration:** Ability to work as part of the Caramoor family, in particular with the Artistic Programming team, in a positive and professional manner, is essential.
- Ability to follow instructions from supervisors and work effectively on a team.
- Strong time management skills and ability to work on many projects and changing priorities simultaneously.
- Ability to work well under pressure, and be flexible to changing plans, and while demonstrating dedication, professionalism and diplomacy.
- Must possess organizational abilities and attention to detail.
- **Must have reliable transportation and live within 50 miles.** A valid driver's license, are required.
- Vaccination for COVID-19 is required.



**Work Conditions/Physical Demands:**

- **Must be able to work during weekends, evenings, and holidays, with a flexible schedule as needed for events.** Typical hours include Thursday-Saturday 11am-11pm, and Sundays 9am-7pm.
- Ability to work in a busy festival environment, maneuver outdoors (in all weather conditions) on 80 acres of woodland trails, gravel pathways and spectacular gardens.
- Must be able to perform physical activities such as, but not limited to, lifting, bending, standing, climbing ladders, and/or walking for long periods of time.
- Must be able to lift and carry up to 50 pounds.

*Caramoor joins with those who seek to promote equality, eradicate injustice, and support inclusion. As in a choir, our world benefits from a multitude of voices coming together in harmony.*

*Caramoor is committed to a fair and equitable workplace. Caramoor is an Equal Opportunity Employer (EEO); this means that all aspects of employment, including recruiting, advertising, hiring, training, promotions, compensation, benefits, transfers, layoffs, return from layoffs, disciplinary action, and discharge shall be conducted on the basis of qualification and ability without regard to race, religion, disability, sexual orientation, color, age, gender, national origin, citizenship or immigration status, marital status, military and veteran status, or any other basis protected by law.*

*We pledge to uphold equality in our hiring and employment practices, and to create an environment where everyone, from any background, can do their best work.*

[www.caramoor.org](http://www.caramoor.org)

**To Apply:**

Please submit your cover letter and resume to [personnel@caramoor.org](mailto:personnel@caramoor.org) no later than March 15, 2023 and include "Technical Crew" in the subject line. We will only contact candidates being considered. No phone calls, please. For more employment opportunities, visit <https://www.caramoor.org/about/employment/>.