

**TECHNICAL DIRECTOR  
Job Posting**

**COMPANY OVERVIEW**

*Great Canadian Theatre Company has successfully produced professional contemporary theatre in Ottawa since 1975 with a commitment to the advancement of Canadian theatre and the creation of Canadian plays. We produce compassionate, yet provocative, theatre that does not prescribe a point of view, but encourages audience members to engage in debate and discussion.*

*GCTC's facility includes a 262 seat, modern Mainstage theatre and a black box, flexible studio space. We own and operate the Irving Greenberg Theatre Centre and take our role of mentoring, supporting and sharing our resources with the artistic community seriously. In fact, this is an integral part of our identity as an arts organization. Our mandate is to produce theatre that "provokes examination of Canadian life and our place in the world".*

**THE POSITION**

Reporting to the Production Manager, the TECHNICAL DIRECTOR is a valued leader and an integral member of staff for the Great Canadian Theatre Company. We hope to hire an individual who shares, supports and contributes to the values of the organization and works hard to promote these efforts in their day-to-day work.

The Technical Director leads GCTC's 5-member, full-time IATSE union production crew. This individual is a primary technical resource for the team and works collaboratively with Management to execute the production requirements of all activities for the company.

In addition to being the lead technician on staff, the Technical Director is also a primary department head and the default minimum crew member required for all activities on the GCTC Mainstage. As such, the Technical Director must have extensive working knowledge of one (or both) areas of expertise: lighting/electrics or sound. This expertise must include knowledge of standard design practices, equipment maintenance, and operation in one or both fields.

All staff and contractors employed by the GCTC are expected to work collaboratively, cooperatively and respectfully to resolve conflict, to facilitate timely decision-making and to ensure a healthy work environment for all.

**SCHEDULE AND HOURLY RATE**

The Technical Director is employed full-time on a guaranteed minimum of thirty-eight work weeks (40-hrs each) each year and is paid overtime hours (1.5 X Regular Hourly Rate) in addition to set minimum hours.

The candidate for this position must be, or be willing to become, a member in good standing of IATSE Local 471 in Ottawa. The IATSE Union's Collective Agreement with GCTC sets terms for vacation weeks, minimum hours, work breaks, and other regulations for scheduling and pay.

Regular Hourly Rate: **\$27.00 – \$29.00 / hr**, subject to the Collective Agreement.

The candidate should expect to work evenings and weekends for in this position. A competitive insurance package is offered.

## **KEY RESPONSIBILITIES**

- In collaboration with the Production Manager, direct all technical activities and expenditures for the Company
- Supervise all regular and part-time Production Crew
- Act as a leader for the Production Department by championing the company's Health and Safety Guidelines, Healthy Workplace Policy, and the Production Department's Statement of Success
- Foster an inclusive, accessible and healthy working environment
- Support individual crew members in their professional development, and provide guidance and encouragement on special projects
  
- Operate lighting and/or sound equipment for all GCTC Mainstage productions
- Work with Production Department staff and members of the creative team (Directors, Stage Management, Designers) to ensure that all productions are realized to the highest artistic standard
- In conjunction with the Production Manager, create technical budgets and schedules
- Meet with Designers to discuss preliminary and final set construction plans, and assist in analysing and interpreting plans to determine materials and labor estimates
- Assist and support your team in set construction duties and technical work to meet budgetary expectations
- Analyze and fulfill technical riders for shows presented by the Company
- Liaise and work with Rental and Partner companies to fulfill their technical needs
- Track the inventory of all technical equipment and maintain it in good working order
- Other related duties as assigned

## **QUALIFICATIONS**

- Post-secondary degree in the technical/production field, or equivalent work experience
- Proven theatre supervisory experience, ideally including scheduling and supervising IATSE union crew members
- Extensive knowledge of stagecraft, theatre production and scenic construction, rigging, lighting, sound and video, with a specialization in lighting and/or sound
- Excellent attention to detail, accuracy and problem-solving skills
- Ability to work independently, prioritize tasks, meet deadlines and exercise good judgment and initiative
- Ability to manage multiple, competing priorities successfully in a fast-paced work environment
- Outstanding interpersonal skills, including the ability to interact with all staff and artists in a professional, confidential and tactful manner (both verbal and written)
- Skilled in personal time management, with an awareness and respect for a healthy work-life balance for yourself and your team
- Proven knowledge of health and safety legislation and healthy workplace practices
- Proficiency in MS Excel, Gmail, Calendars, etc.
- Creation and modification of CAD drawings is considered an asset for this position

## APPLICATIONS

GCTC is proud to be an equal-opportunity employer and strongly supports and values diversity in the workplace. We know that multiple viewpoints and diverse experiences within a team make for the best problem-solving and creative thinking. If your experience is *this* close to what we're looking for, please consider applying. Applications from all qualified candidates are welcome.

Interested parties should apply with cover letter and resumé, detailing all relevant experience to:

**BY EMAIL:** To Production Manager - [pm@gctc.ca](mailto:pm@gctc.ca), subject **Technical Director Search, *\*your name here\****

**BY MAIL:**

Production Manager  
**RE: Technical Director Search**  
Great Canadian Theatre Company  
300-1227 Wellington Street West  
Ottawa, ON K1Y 0G7

**Applications must be received by 4pm on FRIDAY SEPTEMBER 13<sup>th</sup> 2019**

*While we thank everyone who applies, only those selected for an interview will be contacted.*