



**DALLAS  
THEATER  
CENTER**

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**JOB TITLE:** Staff Electrician  
**DEPARTMENT:** Production – Lighting  
**REPORTS TO:** Head of Lighting  
**PREPARED DATE:** June 4, 2024  
**CLASSIFICATION:** Hourly, Non-Exempt  
**SALARY RANGE:** \$18 - \$19.57 / Hourly

**MISSION STATEMENT**

Dallas Theater Center invests in our community by producing plays with resident artists that reflect and illuminate our diverse experiences, spark collaboration and dialogue, and invite engagement in everything we do.

**EQUITY, DIVERSITY, AND INCLUSION STATEMENT**

ALL ARE WELCOME!

At Dallas Theater Center, we want to be the best place to work and see theater, and to be a positive and transformational force in Dallas and beyond.

We stand up for equity, diversity and inclusion across our company and community. As a leading national theater, we recognize that building an equitable, diverse, and inclusive environment is central to our relevance and sustainability in the community we serve and love.

\*For complete statement, please see final page of this posting

**POSITION SUMMARY**

An active member of Dallas Theater Center (DTC)'s Production Department, the Staff Electrician is responsible for working with the Lighting Department to implement, facilitate and maintain the Lighting Designer's vision for all DTC shows. Additionally, the Staff Electrician is responsible for general upkeep of DTC's lighting equipment in conjunction with the rest of the Lighting Department. The Staff Electrician reports directly to the Assistant Head of Lighting, and is responsible for effectively supporting Lighting Designers, ensuring that high artistic standards are met at all times. An ideal candidate would be someone with a clean driving record who has experience working with a variety of different lighting equipment, is a strong hands-on learner and feels comfortable working with a team or independently.

This is an hourly full-time, non-exempt position, which is eligible for overtime. This position includes a full benefits package: medical, dental and vision insurance, DTC-paid life insurance, voluntary life insurance and 403b programs, complimentary tickets and generous paid-time off. Some nights and weekends will be required as needed throughout the season.

**HOW TO APPLY**

Please submit resume and cover letter via email to [careers@dallastheatercenter.org](mailto:careers@dallastheatercenter.org) with **Staff Electrician** in the subject line

## **KEY RELATIONSHIPS**

- Asst. Head of Lighting
- Head of Lighting
- Staff Electricians
- Overhire Electricians and Spot Ops
- Show Run Crews
- Production Department Heads
- Stage Management teams
- Lighting Designers, Assoc. Lighting Designers, & Asst. Lighting Designers
- Kalita Technical Operations Manager
- AT&T Performing Arts Center House Staff

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Works as an electrician on all of the Lighting Department's load in, focus and load out calls.
- Assists with prep work for Lighting load-ins and clean up with load-outs.
- Runs follow spot for specified shows throughout the season.
- Run/program a lighting console for shows as needed.
- Works with the light board operator through dimmer check and participates in show maintenance.
- Assists with maintenance of any lighting equipment.
- Attends meetings, tech rehearsals and performances as required.
- Provides regular updates to Lighting Crew Supervisor/ Master Electrician on all areas of responsibility.
- Safely rig lighting positions, pipes and hanging points from heights.
- Attends and participates in full company, departmental, and production meetings; in addition to technical rehearsals and previews for all productions.
- Responsible for maintenance and organization of stock DTC lighting equipment, purchasing additional equipment and consumables, and securing rentals.
- Support the Kalita Technical Operations Manager with Lighting needs for renters at the Kalita Humphrey's Theater.
- Perform work in a manner this is consistent with DTC's Mission, Vision, and Values.
- Actively participate in DTC's work towards equity, diversity, and inclusion and becoming an anti-racist organization by:
  - Participating in all DTC-wide EDI trainings, workshops, or experiences
  - Participating in all EDI learning or experiences cultivated within the Production and/or Lighting Department
- Maintain safe working conditions in keeping with DTC health and safety guidelines.
- Other Duties as assigned

*This job description is not exhaustive and is subject to review in conjunction with the post holder and according to future changes/developments.*

## **SKILLS AND KNOWLEDGE REQUIREMENTS**

- Fosters and maintains a positive and productive work environment backstage and in work areas.
- Demonstrates ability to work as a team and provide leadership to overhires and on projects as required.
- Must be able to work effectively with all DTC staff in a co-operative and approachable manner.
- Must be able to work under the stress of deadlines and adapt to changing priorities.
- Must be able to handle a high volume of work and attend to numerous projects concurrently.
- Must have experience with ETC line of consoles
- Must have the ability to read and disseminate information from design drawings.
- Must be familiar with and able to utilize LightWright, or ability to learn on the job.
- Must be self-motivated, yet willing to ask questions when tasks are unclear.
- Must portray excellent time management skills.
- Demonstrates interest in learning and growing as a lighting professional.
- Must be able to comply with all OSHA regulations for creating and maintaining a safe work environment.

- Completed and current OSHA10 certification, preferred.
- Must be proficient in Dropbox, Microsoft Office Suite, and G-Suite, or ability to learn on the job.
- Must be available to work extended work hours at times, including nights and weekends.
- Demonstrated ability to drive box trucks, preferred
- Experience with Vectorworks, preferred.
- Knowledge of and experience working with multi-parameter fixtured, preferred

### **EDUCATION AND EXPERIENCE REQUIRED**

- 1-3 year's experience working in technical theatre, with emphasis in Lighting, at LORT, regional, or equivalent performing arts institutions.
- Clean driving record
- Bachelor's degree in technical theater, or equivalent working experience, preferred.

### **PHYSICAL REQUIREMENTS**

- Able to sit, stand, and squat for extended periods of time.
- Able to move 50lbs
- Comfortable working at heights.
- Able to work quickly and accurately in a complex and fast-moving environment.

Dallas Theater Center is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, gender, national origin, sexual orientation, disability, or veteran status. If you need assistance or an accommodation during the application process because of a disability, it is available upon request. The company is pleased to provide such assistance, and no applicant will be penalized because of such a request.

### **ABOUT DALLAS THEATER CENTER**

One of the leading regional theaters in the country and the 2017 Regional Theatre Tony Award® Recipient, Dallas Theater Center (DTC) performs to an audience of more than 100,000 North Texas residents annually. Founded in 1959, DTC is now a resident company of the AT&T Performing Arts Center and presents its Mainstage season at the Dee and Charles Wyle Theatre, and at its original home, the Kalita Humphreys Theater. DTC is one of only two theaters in Texas that is a member of the League of Resident Theatres, the largest and most prestigious non-profit professional theater association in the country. DTC produces a six-play subscription series of classics, musicals and new plays and an annual production of *A Christmas Carol*; education programs, including the Award-winning Project Discovery and a significant partnership with Southern Methodist University's Meadows School of the Arts; and many community collaboration efforts with local organizations. In 2017, DTC's Department of Public Works launched a groundbreaking community engagement and participatory theater project designed to deliberately blur the line between professional artists and community members, culminating in an annual pageant featuring over 200 Dallas citizens performing professional production. Throughout its history, DTC has produced many new works, including recent premieres of *penny candy* by Jonathan Norton, *The Supreme Leader* by Don X. Nguyen; *Hood: The Robin Hood Musical Adventure* by Douglas Carter Beane and Lewis Flinn; *Bella: An American Tall Tale* by Kirsten Childs; *Clarkston* by Samuel D. Hunter; *The Fortress of Solitude* by Michael Friedman and Itamar Moses; *Giant* by Michael John LaChiusa and Sybille Pearson, and many more.

As a member of The League of Resident Theaters (LORT), DTC operates under the LORT agreement with Actors' Equity, the Stage Directors and Choreographers Society and United Scenic Artists.

### **ABOUT THE DALLAS COMMUNITY**

Dallas is a richly diverse modern metropolis in north Texas and is a commercial and cultural hub of the region. Over the years it has become a melting pot of cultures, religions and lifestyles. This important convergence of uniqueness and differences is reflected throughout the sights and sounds of the city. Dallas' authentic arts, music, food, places of worship, historic landmarks and urban lifestyle all contribute to the city's makeup. Located in the northeast corner of downtown Dallas, the Dallas Arts District is the largest contiguous urban arts district in the nation, spanning 68 acres and 19 contiguous blocks. This iconic neighborhood has more buildings designed by Pritzker award-winning architects than any location in the world. Dallas Arts District unifies culture and commerce with integrated and exemplary artistic, residential, cultural, educational, recreational, religious and commercial life Downtown's Sixth Floor Museum at Dealey Plaza commemorates the site of

President John F. Kennedy's assassination in 1963. In the Arts District, the Dallas Museum of Art and the Crow Collection of Asian Art cover thousands of years of art. The sleek Nasher Sculpture Center showcases contemporary sculpture. The Perot Museum of Nature and Science sparks the imagination through a world of scientific wonders. Performing arts venues based in the Arts District include the AT&T Performing Arts Center, Moody Performance Hall, Meyerson Symphony Center, Winspear Opera House, Montgomery Arts Theater, and the Wylie Theater. These beautiful venues feature the work of such notable Dallas-based performing companies as the Dallas Opera, Dallas Symphony, Titas/Dance Unbound, Dallas Black Dance Theatre and the Dallas Theater Center as well as touring productions from across the nation. Dallas is home to six professional sports teams including the Dallas Cowboys, Dallas Mavericks, Dallas Stars, Dallas Wings and FC Dallas. It is also host to several major sporting events like the Mexico National Team, college football games, e-sports competitions and more. In addition, the State Fair of Texas which takes place for over three weeks each fall at Fair Park in Dallas is the longest running fair in the nation as well as one of the largest.

## **EQUITY, DIVERSITY, AND INCLUSION FULL STATEMENT**

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- **EQUITY** means recognizing that not everyone starts at the same place, addressing inequities in access and opportunity, and allowing for full and fair participation.
- **DIVERSITY** means acknowledging and respecting human qualities that are different from our own and outside the groups we are a part of or with which we are associated. These qualities include but are not limited to: ethnicity, race, color, country of origin, sex, gender, gender identity or expression, age, sexual or relationship orientation, family structure, religion, beliefs, political affiliations, experiences and ability differences.
- **INCLUSION** means honoring and accepting the gifts, backgrounds, experiences, and wisdom that every individual brings with them, so that every stakeholder feels valued by Dallas Theater Center. Our stakeholders are staff, artists, board members, donors, audiences, and community members.

We will strive to create a culture of inclusion where individuals can thrive and succeed, are able to participate in and contribute to the progress and success of Dallas Theater Center while growing both professionally and personally.

We recognize and value individual differences, and we acknowledge structural and systemic racism and other access barriers that prevent full and fair participation of people outside the dominant culture and power dynamics. We acknowledge the complexities of becoming a fully inclusive and anti-racist organization, and we accept the challenge to build an organization where full and fair participation is the norm.

We commit to providing fair treatment, access, opportunity, and advancement and to creating space for culturally diverse voices to be heard and power to be shared. Together, we are even better.