

Monday, May 15, 2023

SOUND & VIDEO SUPERVISOR

Company: Jacob's Pillow Dance Festival

Location: Becket, MA

Compensation: \$22.00-\$24.00/hour, plus room and board

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TITLE: SOUND & VIDEO SUPERVISOR

STATUS: Seasonal; Full-Time May 8, 2023 through September 1, 2023

ARRIVAL: May 7, 2023

DEPARTURE: September 2, 2023

PAY RANGE: \$22.00-\$24.00/hour, plus room and board

HOURS: May 8, 2023-June 4, 2023: (5) Day work week averaging 40hrs

June 5, 2023-September 1, 2023: (6) Day work week averaging 48hrs w/OT after 48hrs

REPORTS TO: Director of Technical Production

DEPARTMENT: Production

WORKS WITH: Festival staff, visiting company members

SUPERVISES: Sound & Video Engineer, Sound & Video Apprentice, and Production Interns as assigned

Jacob's Pillow seeks a SOUND & VIDEO SUPERVISOR to join the Production Department and work closely with/report directly to the Director of Technical Production. The Sound & Video Supervisor is expected to be able to function independently on projects under their direct supervision as well as assist the Director of Technical Production in the day-to-day operations of the Sound & Video Department, maintain a safe and healthy work environment, and coordinate audio and video resources related to the production of festival performances and special events.

RESPONSIBILITIES

Coordinate audio and video resources related to the production of festival performances and special events

Maintain clear and constant communication with the Director of Technical Production regarding coordination of artists' requirements and festival resources

Assist with the season openings and closings of all performance spaces, studios, exhibition spaces and temporary tents

Evaluate and arrange any additional needs that may extend beyond the standard Festival resources provided by the Pillow, and discuss cost/feasibility with the Director of Technical Production

Oversee the configuration of audio systems throughout the campus

Provide adequate notice to Production Managers of any specific needs for all crew calls, including load-ins, load-outs, extended rehearsals or performance calls, notes, and changeovers

Work with visiting artists and companies to ensure the best sound reinforcement possible within budgetary constraints

Maintain and perform minor repairs to all audio equipment

Recommend the purchase and/or rental of necessary audio equipment

Under the general direction of the Director of Technical Production, assist with coordination of emergency response for staff and patrons in the event of an emergency or extreme weather

Completion of Adult/Child CPR and First Aid Training (provided to all seasonal staff prior to Festival)

Mentor and train Interns in sound, video and theater production.

Assist other production departments as needed

REQUIRED QUALIFICATIONS

Minimum of 4 years of related experience in theatrical sound and video
Familiarity with and strong knowledge of theatrical sound and video equipment and systems
Strong knowledge of general theatrical production processes, as well as lighting-specific practices
Strong knowledge of general theatrical safety procedures

PREFERRED QUALIFICATION

Valid driver's license

SKILLS & QUALITIES

Strong attention to detail and proactive monitoring of processes with excellent communication skills.
Strong critical thinking, problem solving, and organizational skills.

Jacob's Pillow Dance Festival
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