

# ASSISTANT AUDIO - JOB DESCRIPTION

The Assistant Audio will be self-motivated, possess good organizational and time management skills, plus have excellent communication skills and the ability to remain calm in stressful situations. The ideal candidate will have a calm and flexible outlook and be diplomatic in dealing with IATSE Crews, Touring Crews, Casts, Stage Managers, Administrators and all other Staff.

Reports to: Venue/Facility Personnel, Touring Head Audio, and House Head Carpenter.

This Position will assist in monitoring and supervising all Load ins, Load-outs, and Run of Shows for local productions and touring shows that may come through the space as it pertains to Audio and Patch locations. Be able to setup small to big shows as necessary with venue inventory of audio gear and repertory input list and stage plots with the House Head Audio. This person must assist in overseeing the venue sound system and consoles inventory, continue maintenance and repair, and install and maintain the house rep sound system when needed. Assist in planning, scheduling, equipment and maintenance with the Venue/Facility Personnel and House Head Audio. Keep a well organized, clean and stocked work space and storage for efficient operation and quick turn over of productions. Assist with occupational safety and health of workers as needed.

## QUALIFICATIONS/REQUIRED SKILLS

- Minimum of two (2) years experience as an audio tech working for a professional company or venue
- Experience working in any theatre with a fly system, working knowledge of its operation and safe execution.
- Experience with IP and network based protocols for Audio systems.
- Operation and maintenance of Sound System equipment and control systems.
- Experience working with Windows and Apple computer systems and computer networking.
- Proficient in programming and operation of any digital consoles and all components of the sound system and networks.
- Knowledge and proficiency in digital signal processes programming, systems and repair.
- Ability to read and understand Stage Plots and Input List associated paperwork and other technical drawings as it pertains to the production or venue.
- Understanding and ability to safely and efficiently hang and placing audio racks, etc.
- Ability to work under tight time constraints and production turn arounds
- Ability to communicate effectively in writing and speech.
- Ability to problem solve and think on your feet
- Ability to lift heavy objects (over 50 lbs) safely and carry them distances of over 100 ft.
- Ability to work with all types of personalities and individuals.

## SUGGESTED SKILLS

- First Aid and CPR certification
- OSHA 10 certification.
- Sound Console Training or experience in Yamaha, Digico, Soundcraft, Allen & Heath and Avid Consoles.
- Touring, Experiences with Rock and Roll and Fine Arts or Broadway production.