ASSISTANT ELECTRICIAN/LIGHTBOARD OPERATOR

POSITION SUMMARY

Salary: $750 - $770/weekly with benefits
Location: Hartford, CT (in person)
Supervisory role: No
Department: Production
Reports to: Lighting Department Supervisor
Status: Full time, seasonal, non-exempt (40 hours per week)
Benefits: Yes

Who we are

Over the last year, we closed our theater doors to in-person performances, just like many others across the globe. We paused and used the time to listen, deliberate, and reflect. We looked at ourselves, and we looked at our home city—one that is mixed across differences such as race, language, sexual orientation, gender identity, and more. At our core, we became consciously aware that we do not reflect the breadth and beauty of diversity the way we could and should.

As we open our doors once again, we at Hartford Stage are seizing the moment now and taking intentional, deliberate actions to truly become Hartford’s stage.

Who we’re looking for

Maybe you’ve worked in engineering, teaching, hospitality, carpentry, or IT. Maybe you were a bartender, a ride-share driver, a nurse, or an HR manager. Maybe you’ve been looking for a different place with new scenes and fresh lighting for a while, or maybe theater has been your life for a long time, and you can’t wait to get back. This role could be that opportunity.

The position we’re filling

As the Assistant Electrician/Lightboard Operator you will work collaboratively with the Lighting Department Manager in the prep and implementation of the lighting design for each production. You are a detail oriented multi-tasker who can think and process issues quickly in a fast paced environment. You will handle all the programming needs of the theater’s computerized console and run all performances.

What you’ll be doing

- Assisting lighting department manager in the prep and implementation of light plot
- Representing Electrics Department during tech week in production meetings (as needed)
- Assisting Lighting Designer during tech week in plot and focus touch ups, rehanging of lighting instruments
- Maintaining theater lighting equipment
- Pick up and return rented lighting equipment for each production
- Programming and running the light board for each production
- Maintaining the lighting design of each production after opening night performance and any other design elements or safety features
- Performing a channel by channel check and focus check before each show
Maintaining lighting paperwork during the run of a show
Required to attend a run through rehearsal of each production prior to each load-in
Attending rehearsals in the theater at which lighting is to be used (Such as spacing, technical, understudy or replacement)
Assisting in the order and cleanliness of the control booth
Informing lighting department manager of any supplies needed to maintain the running show
Set up and striking the lighting tech tables in the house and and/or the back of the house during technical rehearsals, before and/or after preview and opening performances.
Maintaining house lights
Providing lighting as needed for all ancillary Hartford Stage presentations, including readings, parties, etc.

What you bring

Excellence in:

- Working collaboratively and inclusively, mindful that we each bring our own unique styles, thinking, cultures, and talents to the team
- Knowledge of electricity and basic wiring skills.
- Knowledge of Lightwright, Vectorworks, AutoCad, and general computer software and their use.
- Knowledge of Special FX equipment and their use
- Time management and commitment to follow-through
- Applying diversity, equity, inclusion, accessibility, and anti-racist practices, as well as their direct impacts on department activities

Requirements:

- Experience as an electrician/lightboard operator in a professional theatre or comparable experience
- Ability to lift 50 pounds due to the nature of this role
- Valid driver’s license
- Ability to drive a 16’-24’ truck

Bonus points:

- Experience with ETC boards
- Multilingual

What we bring

- A dynamic downtown location in a creative state capital with quick access to the coast, mountains, and many restaurants, shops, markets, breweries, and activities of all kinds
- An invitation to contribute to a team of talented and collaborative individuals committed to a Tony award-winning legacy
- A fun, engaging, inclusive, and equitable workplace committed to a transformative, experiential theater
- A once-in-a-career opportunity to make an impact in the field and in the Hartford community

A place where everyone belongs

Since the shutdown—under new artistic and executive leadership—our team has been actively engaged in reducing bias in all we do, and in the way we think about and practice equity, diversity, and inclusion—from drafting job postings to the performances we bring to our stage. It all begins with a workplace where every voice is heard, where every person is seen—a place where everyone belongs.

We look forward to welcoming you into the conversation. All are encouraged to apply.

Please email your letter of interest and most current resume to HR@hartfordstage.org.