

Job Title	Scene Shop Student Manager
Office/Department	Theatre
Location (Building)	Armstrong Scene Shop (B36)
Supervisor	Don Schneider
Length of Employment	Academic Year
Job Wage Rate or Range	\$8.00/Hour
Position Summary	The shop manager is responsible for supervising the scene shop in the absence of the Technical Director. They will direct a student crew in the production of scenery for mainstage shows, and assist in maintenance of the shop and other spaces under the purview of the Technical Director. The shop manager will take an active role in all areas of construction and maintenance.
Principle Duties & Responsibilities	Crew supervision and assistance on construction & painting of scenery and props for departmental productions, and assisting as necessary in lighting and sound. Organization and maintenance of scene shop, stages, prop storage rooms, and ancillary spaces. At all times maintain a healthy and safe work environment.
Knowledge Skills & Abilities	Basic knowledge of all areas of stagecraft Power tool usage (large saws, drills, etc.) Demonstrated construction skills Shop Health & Safety Basic Rigging Basic Electricity Reading Shop Drawings Basic Maintenance Maintain Inventories
Expectations	Set up and adhere to a regular schedule, complete projects in a timely manner, maintain positive attitude and work ethic, develop professional relationship with student crew.
Working Conditions	Work is predominantly in the scene shop, an area of sawdust, grease, and wet paint. Shop safety standards must be upheld at all times, and precautions taken, particularly for respiratory, ocular, and auditory safety.