



# THE GRAND THEATER

Performing Arts Foundation, Inc.  
401 N Fourth Street  
Wausau, WI 54403-5420  
715-842-0988  
www.grandtheater.org

## Assistant Technical Director Job Description

The Performing Arts Foundation, the non-profit managing company of the Grand Theater, Wausau, is seeking creative and experienced candidates for a full-time Assistant Technical Director.

The ideal candidate would be comfortable working with a diverse clientele that includes local, regional and international music, theater and dance companies, as well as private and public gatherings of all types.

Responsibilities include:

Help to load and unload trucks, set up/tear down events and provide technical support for a multitude of productions and special events. Other duties would be the maintenance of equipment and facilities, and the ability to perform the duties of a crew leader when needed.

Required Skills/Qualifications:

- Thorough understanding of theatrical lighting, audio and wiring, with general repair skills.
- Skilled in theater rigging with the ability to hang lights, scenery, drops and other equipment safely.
- Must be able to work at heights, off lifts, ladders and on catwalks.
- Ability to lift and move heavy objects with the use of proper equipment.
- Flexible work schedule with a willingness to work long hours, nights and weekends as determined by event schedule.
- Punctuality, attention to detail and a positive attitude is a must.
- Adaptable, with the ability to follow close instruction and juggle multiple projects in a fast paced, team focused environment.
- Proven self-starter who is able to work unsupervised with proper instruction.
- Strong customer service skills that guarantees positive interactions with clients.
- Good written, verbal, computer and electronic skills.

Experience Required:

High school diploma or equivalent. Must be familiar with theatrical sound, lighting, and rigging systems, with at least 3 years' experience working in a technical theater role.

Training:

The Grand will train committed employees who may be lacking in minor areas, but have positive attitude and a proven work history. However, due to the demanding production schedule, candidates will only be considered if they have superb skills in most of the aforementioned areas.

Interested candidates should submit, via email, a complete resume, with references and salary requirements, along with a cover letter explaining why your experience and skills set would be an asset to the Grand. Send to:  
Mark Weiss – Technical Director: [mweiss@grandtheater.org](mailto:mweiss@grandtheater.org)