

INTREPID THEATRE

BE BRAVE.

Producers of UNO Fest, OUTstages, Victoria Fringe, Metro Studio & Intrepid Studio
#2 – 1609 Blanshard Street, Victoria, BC V8W 2J5 Canada | intrepidtheatre.com | 250. 383.2663

Victoria Fringe Festival – Venue Technician

Preamble

At Intrepid, we realize that applying for jobs can be intimidating and acknowledge that although we are posting a position looking for a particular skill set and level of experience, not everyone has had the access or opportunity to acquire what is posted. As a company that regularly works with emerging and developing artists through mentorship, we've seen that someone who may not yet have the skills or education can learn and incorporate their own past experience and knowledge to fit the needs of the position.

If you feel that you don't meet the requirements listed below but are excited and intrigued, we encourage you to apply! Let us know what has drawn you to the post and what you personally can bring to the position. Some past experiences that might seem like they are not relevant can be exactly what is needed.

We look forward to hearing about you and thanks for wanting to work with us!

Justine Shore
Managing Director, Intrepid Theatre

Location: Victoria, BC, Canada (downtown)

Number of Positions: 1

Wage: \$19.63/hr

Application Deadline: July 12, 2021

Contact E-mail: Justine Shore / jobs@intrepidtheatre.com

Start Date: beginning of August 2021, date TBD

End Date: September 25, 2021

Shifts/Hours: approximately 25-30 hours/week, with shifts on evenings and weekends throughout the Fringe. Working primarily on site at the Metro Studio with some hours at the Intrepid offices and/or remotely from home.

Conditions of employment through Canada Summer Jobs Program

To apply for this position the applicant must be:

- between 18 and 30 years of age at the start of employment
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment

Project Description

Intrepid Theatre is seeking an enthusiastic and dedicated individual to become part of the team as a Venue Technician for the 2021 Victoria Fringe, a local performing arts festival in Victoria, BC. They will be an important part of the

production team, contributing to a fun and organized artist experience, operating lighting and audio equipment for Fringe technical rehearsals and performances, supporting the implementation of festival COVID safety plans, and assisting the Production Manager. This position reports to the Production Manager and is overseen by the Managing Director.

Who You Are

You are an energetic, enthusiastic, all-around Theatre Technician, excited to work in a fast-paced (and fun!) Festival environment teching and operating five performances of 13 unique shows by different theatre companies over a 7-week period at our Metro Studio. It's a great way for those with an existing all-round technical theatre skill set to broaden their experience. You'll work in partnership with another experienced venue technician in order to split up the workload and cover for each other to run shows when needed.

You have experience or interest in festivals, live performance (theatre), customer service, and community events. You are eager to learn more about and contribute to a fun, safe and inclusive festival and are comfortable working in a fast-paced theatre production environment. Some previous experience in technical theatre/festival/AV production is a strong advantage.

Who We Are

Intrepid Theatre is an independent theatre company that produces the Victoria Fringe Festival, UNO Fest, OUTstages Festival, and various year-round programs that benefit local and emerging artists, and the theatre community at large. Intrepid is committed to employment equity and diversity. We encourage applicants from equity-seeking communities and intersecting identities to apply. We are committed to providing staff with a work environment free of discrimination and harassment, and fostering an inclusive and supportive workplace. See intrepidtheatre.com for more information.

Description of Activities

- Customer Service: welcoming and interacting with artists and volunteers in a friendly and calm manner
- Communication: liaising with all relevant festival departments and with artists of varying backgrounds and levels of experience, while displaying courtesy, tact, and willingness to help and problem-solve
- Follow a cue sheet, script, or Stage Management direction to execute lighting and sound cues for shows
- Operate an ETC Element lighting console during technical rehearsals and shows; some proficiency is required
- Operate a basic analog PA system for sound cue playback and simple mic'ing; proficiency in QLab is an asset
- Safely use ladders; comfort while working at height is required for limited hanging and focusing of stage lights
- Safely use hand tools and operate basic power tools such as a screwgun
- Maintain administrative paperwork such as Show Reports and timesheets
- Proactively identify and remedy either directly, or by involving the Production Manager, any safety issues affecting staff, artists, patrons, or general public
- Inform, uphold, and help implement the Victoria Fringe's COVID Safety Policy
- Cleaning and sanitizing workspaces and tools regularly
- Basic Personal Protective Equipment such as steel toe boots and work gloves must be brought to all calls and worn when required; tools are provided, or you may choose to bring your own
- Related administrative tasks and other duties as required
- Advocating for a safe, inclusive festival environment as part of Intrepid Theatre's Safe(r) Spaces Policy
- Conditions of work are set out in the Collective Agreement between Intrepid Theatre and IATSE Local 168

Union Affiliation

- Technical stage employees of Intrepid Theatre are represented by IATSE Local 168
- **Intrepid Theatre encourages anyone interested to apply.** First preference for hiring of candidates will go to qualified members in good standing of IATSE Local 168. Any non-member hired needs to be or willing to become permittees of Local 168; hours worked may be eligible to be counted towards union membership at the discretion of IATSE Local 168

Application Process

The hiring panel is Production Manager, Owen Schellenberger; Producer, Sammie Gough; and Managing Director,

Justine Shore, Owen and Sammie will conduct interviews. Anyone applying can request a pre-application informational chat with Owen or Sammie if they want to. Only those applicants selected for an interview will be contacted; all of those who are offered an interview will be notified of hiring decisions.

To apply, submit a resume and either a one page cover letter, or a up to 5 minute video or voice recording to Justine Shore: jobs@intrepidtheatre.com. If you are applying for more than one position, please indicate that in your cover letter, video, or voice recording.

Deadline

July 12, 2021, 11:59pm