

**EDMONDS CENTER FOR THE ARTS /  
EDMONDS PUBLIC FACILITIES DISTRICT  
Announces the following EMPLOYMENT OPPORTUNITY:**

**POSITION:** STAGEHAND/RIGGER

**EMPLOYMENT STATUS:** Part-time, Variable Schedule Non- Exempt

**REPORTS TO:** Tech Lead, Production Manager

**SALARY RANGE:** \$19-23 per hour DOE

**BENEFITS:** 12 paid holidays per year; Sick Leave in accordance with Washington State employment laws, Flexible Savings Account, Employee Assistance Program

*Edmonds Center for the Arts (ECA) a 700-seat, state-of-the-art performing arts venue located on the campus of the original Edmonds High School, just 20 minutes north of Seattle, seeks an energetic, detail-oriented, and dependable Stagehand/Rigger to support ECA's Production Team.*

*ECA presents an array of outstanding performing artists from around the world, provides space, production management, and technical expertise for a variety of community partners and rental clients, and serves more than 85,000 patrons who enjoy the facility annually.*

*ECA is an innovating and challenging workplace, and the qualified candidate will need to be flexible, positive, and able to contribute to a rapidly growing organization. We are looking for someone who is deeply committed to providing superior customer service to all who enter our venue.*

**JOB SUMMARY:**

ECA seeks a detail-oriented and responsible team player to join our production team. The Stagehand/Rigger works closely with the production team in providing ECA's audience members, artists, and clients with a positive experience. This position must be able to thrive in a fast-paced, ever-changing environment while maintaining a high level of professionalism. Responsible for the operation of audio, lighting, video, rigging and other theatrical equipment. This position assists with the maintenance of theatrical systems used in support of stage productions, meetings, and related events at Edmonds Center for the Arts.

Employees at ECA are committed to inclusion, diversity, equity, and accessibility and strive to continuously reflect these values within both internal and external relationships. Employees value a diverse team, are welcoming of different perspectives and approaches, and make sure that their colleagues and partners feel valued and empowered.

**GENERAL RESPONSIBILITY:** Responsible for performing tasks required for the safe and timely load-in and load-out of show productions, including artist's instruments and equipment and the preparation, maintenance, and restoration of the theater for all events.

**PRIMARY RESPONSIBILITIES AND FUNCTIONS:**

Venue specific on-the-job training will be provided to familiarize stagehands with procedures and equipment, however a basic knowledge of the items referenced below is necessary.

- Utilize theatrical skills while working with a diverse group of back of house staff that will include full-time and part-time staff, interns, touring productions, and community partners.
- Participates in the load in and load out of all theatrical equipment.
- Safely operate equipment, tools or instruments required for the set-up and presentation of an event, including, but not limited to: Genie lift, counterweight rigging, lighting instruments, and lighting and audio control boards.
- Assist with maintenance of theatrical systems & equipment.
- Work collaboratively and follow direction from a variety of personnel including full-time staff and visiting tour supervisors.
- As assigned and eligible to perform additional duties determined by the Production Manager:
  - Perform duties as an electrician, spot op, or board operator on select events.
  - Perform duties as a stage manager, flyman, weight loader, or deck hand on select events.
  - Perform duties as event lighting or sound technician on select events.
- Maintain a positive, professional demeanor and communicate effectively through all interactions with ECA employees, volunteers, event staff, and visiting artists while working effectively together to achieve goals and meet deadlines.
- Proactive work ethic with a willingness to learn and grow.
- Demonstrates helpful and cooperative conduct to co-workers.
- Willing to work safely and efficiently in a fast paced, ever-changing environment.
- Attend departmental and all-staff meetings as directed, staying informed of ongoing changes in department and overall organization.
- Perform other duties and responsibilities as assigned by Production Manager.

**PREFERRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Theatrical specific knowledge (i.e. elec. audio, carpentry, rigging).
- Basic knowledge of electricity.
- Ability to use hand tools.

**QUALIFICATIONS, EDUCATION AND EXPERIENCE:**

- High school diploma or GED required. Technical school preferred.
- 1-2 years of experience as a theatrical stagehand, event technician or production services.
- General aptitude with basic tools of stagecraft.
- Computer literate; demonstrated understanding of Microsoft and Internet research procedures.

**PREFERRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Must be able to organize and prioritize work, be proactive, take initiative, follow through, and simultaneously manage multiple priorities to ensure goals are met in a timely manner. Excellent attention to detail required.
- Interest in and ability to work well in team setting, as well as independently; be flexible and adapt well to different dynamics in a fast-paced work environment.
- Outstanding interpersonal skills, and a friendly, welcoming, and professional demeanor.

**WORKING CONDITIONS:**

- Ability to work flexible non-traditional schedule during performances and special events, including evenings and weekends.
- This position is required to adhere to ECA's stage dress and appearance policy.
- Regularly required to talk, hear, sit, stand for extended periods of time, walk, move up and down stairs, bend, lift, use fingers and reach with hands and arms.
- Ability to observe details at close range during computer use and document review.
- Repetitive use of hands and wrists on computers and theater operations equipment.
- The ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.
- Must be able to lift at least fifty (50) pounds and perform physically demanding tasks.
- Reliable transportation and valid Driver's License