

Actors Theatre of Louisville
PROPERTIES CARPENTER ARTISAN (SEASONAL)
Posted April, 2018

Position: Properties Carpenter Artisan
Reports To: Properties Director
Department: Properties
FLSA: Non-Exempt
Start Date: July 30, 2018
End Date: April 28, 2019

About Actors Theatre of Louisville:

Actors Theatre of Louisville, the Tony-Award winning State Theatre of Kentucky, seeks qualified and passionate applicants for the position of Props Carpenter Artisan.

Under the leadership of Artistic Director Les Waters and Managing Director Kevin E. Moore, Actors Theatre serves to unlock human potential, build community and enrich quality of life by engaging people in theatre that reflects the wonder and complexity of our time.

Actors Theatre presents almost 350 performances annually across three theatres and delivers a broad range of programming impacting local and national audiences with a particular focus on new play development influencing the field of American theatre. Programs include classical repertory and contemporary work through the Brown-Forman Series, holiday favorites cherished as annual traditions, the Humana Festival of New American Plays influencing the canon of American theatre, an Education program where students see and make plays, and a theatre training program for 40+, the Professional Training Company.

Actors Theatre seeks to create brave space where it is safe to be who you are and diverse identities, ideas, cultures and opinions are cultivated because we believe the diversity of our community is a defining strength. We are committed to diversity in all areas of our work, including the plays we produce, casting, marketing and community engagement efforts, education programs, recruitment of staff and volunteers, and the composition of the Board of Directors. People of color and members of underrepresented communities are invited and encouraged to apply.

Summary of Position:

The Props Carpenter Artisan is responsible for completing projects having to do with the construction, restoration, or modification of furniture, set dressing, and hand props built of wood, steel, or other materials. Projects involving electronics, special effects, sculpture, and molding & casting are also duties of this position.

The Essential Functions include, but are not limited to, the following:

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- Construct, modify, or repair furniture/set dressing/hand prop items in the areas of woodworking, metal working, sculpture, and molding/casting needed for a production.
- Construct, modify, or repair projects related to electronics, special effects, sculpture, and molding & casting.
- Painting and finishing as needed on furniture/set dressing/hand props.
- Construction room organization.
- Work Space and studio cleanliness.
- Stewardship of tools and supplies in your work area.
- Assigned organization and improvement of stock.
- Working within the department to constantly improve and upgrade facilities.
- Research as needed or assigned.
- Serving as Props Master on apprentice productions as assigned.
- Errands and assistance in shopping and ordering as assigned.
- Assisting with all load-ins, set dressing calls, and strikes.
- Assisting other artisans with projects when needed.
- Carry out other duties and responsibilities that may be assigned by direct supervisor or management.

Knowledge, Skills and Abilities:

- Advanced skills in woodworking and welding.
- Advanced skills in electronics and special effects.
- Advanced skills in sculpture and molding/casting.
- Advanced skills in finishing techniques.
- General skills in computer graphics.
- General knowledge of period style.
- Research skills.
- Excellent interpersonal and team-playing skills.
- Multi-tasking and time-management skills.
- Ability to lift, push, pull or otherwise maneuver up to 75 lbs, either alone or with assistance.
- Ability to work on ladders, mechanical lifts or other high places.
- Ability to work in confined spaces.
- Ability to work as a team member and maintain a positive attitude in times of stress.
- Ability to unite and collaborate with staff, stakeholders, community leaders and vendors.

Minimum Qualifications:

- High School Diploma.
- One (1) year experience in Theatrical Properties.
- Work a flexible schedule, including evenings and weekends.
- Must be highly motivated and a self-starter.
- Must maintain a valid Driver's License.
- Strong work ethic.
- Passion for theatre and knowledge of theatrical process.

Preferred Qualifications:

- Bachelor's Degree and regional theatre experience.
- Desire to continually learn and grow.

Compensation:

Compensation ranges is \$530-\$550 per week. The range of benefits includes medical and dental insurance, long-term and short-term disability insurance, paid time off and a 403(b) retirement plan.

To Apply:

Applicants for this position should email Cover Letter, Resume, Portfolio, and three (3) professional references to:

Mark Walston, Properties Director
mwalston@actorstheatre.org

cc: Marie Tull, Human Resources Manager
mtull@actorstheatre.org

No phone calls please.

Actors Theatre is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, class, religion, country of origin, political belief, (dis)ability, age, gender identity, sexual orientation, protected veteran status, or any factor protected by law. Members of underrepresented groups are encouraged to apply.