

Scenic Carpenter Job Description

Supervisor: Technical Director (TD)

Supervises: Interns in production duties

Job Purpose: The Scenic Carpenter builds, paints, installs, maintains and helps change over scenic elements for the productions and programs at Portland Stage as directed by supervisor. This position is a member of the production team dedicated to making the production run smoothly and efficiently within the resources provided.

Duties and Responsibilities:

- Work with and at the direction of the TD to create (i.e. build and paint), install, maintain and breakdown scenic elements.
- Work independently on specific projects given drafting, drawings or instructions
- Supervise Interns in production duties during Load In's, Strikes, Build, Technical Rehearsals and other projects as needed.
- Attend Production Meetings, Production Post-Mortems, Technical Rehearsals and Previews as needed.
- Maintain a clean working environment.
- Assist in the maintenance of the building as time allows.
- Participate in "Full Company" projects, work calls, meetings and events as required.

Qualification Minimums:

- Experience in working with people and management of crews.
- Professional experience in basic carpentry, soft goods.
- Proficiency working with power tools, including but not limited to table saw, circular saw, drill, saws, router, grinder, nail guns
- Ability to read and interpret construction and design drawings and build to spec
- Attention to detail and accuracy of work. Knowledge of sewing, paper goods, knots, computer graphics, metalworking, welding, wood turning, upholstery, furniture construction and repair, are a plus.
- Experience in professional technical theater is preferred,
- Optimism, sense of humor, creativity, problem solving abilities, and the ability to work under time constraints with artistic people and interns as well as working on projects alone.
- Team player with outstanding problem-solving abilities, time management skills, diplomacy, and communication.

Working Conditions:

- This position is a part-time, seasonal position that runs from late August to late May
 - This position requires flexibility of schedule; mostly working during the weekday but there are nights and weekends where work is necessary.
 - A schedule will be set where some weeks will be 40 hours, some less, and some 0 hours. This will be discussed in advance (start of season) and might need to be adjusted based on when materials and designs are available.
 - There is the potential for additions to the normal season and they will be articulated when known

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- There is no office specifically for this position, but when needed there can be access to a computer, printers, a copier, a phone, and wifi enabled internet.
- Access to the scene shop and costume shop which have tools necessary to build, craft, paint, create, and maintain scenic elements
- The work environment is mainly the scene shop, theater, lighting storage, prop storage, and furniture storage.
 - Scene Shop and theater are temperature controlled. At time the scene shop will be exceptionally dusty, masks may be provided.
 - Prop and furniture storage are both in the basement and are not temperature controlled. Storage areas may be dusty and damp.
 - Many of these locations require stair access.

Physical Requirements:

- Mobility: ability to stand, bend, crawl, reach, carry, climb ladders, stairs.
- Safely lifting loads of 50 pounds by oneself, lifting 100-200 pounds with two or three people.
- Ability to use standard power tools used in construction Visual acuity to distinguish color, texture and patterns.

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