

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, sawsall, 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 full-time, salaried, benefits eligible, seasonal position that runs from late August to late May. This position is not exempt from overtime, any time over 40 hours would be paid in addition to the salaried amount.
 - This position requires flexibility of schedule; mostly working during the weekday but there are nights and weekends where work is necessary.
 - There is the potential for additions to the normal season and they will be articulated when known
- 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.

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- 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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