



JOB DESCRIPTION: Theater Aid for Set, Lights, Sound, and Props

Name of Position: Theater Aid for Set, Lights, Sound, and Props

Department: Music and Theater

Campus Location: Darbeth, Messenger, and RPAC

Supervisor: Britany Morgan, Allyson Moon, and/or Roger Moon

Length of Contract: 32 Weeks

Pay Rate: Minimum Wage

Job Purpose: Maintenance and Organization of Sets, Lights, Sound, and Props

Job Responsibilities:

- Maintenance and Organization of Equipment
- Set-up and Running of Events
- Management of Loans and Rentals
- Hanging and Running of Production Equipment
- Other duties or special projects as assigned.

Qualifications:

- Experience Preferred
- Good Computer Skills
- The ability to be professional
- Detail Oriented
- Ability to work well with others
- Willingness to tackle new projects
- Ability to work between 1-20 hours per week
- Ability to work evenings and weekends
- Flexible Schedules

Skill Development Areas:

- *Listening*
- *Time Management*
- *Student Learning*

Evaluation: *Student will be evaluated by supervisor throughout the job.*