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PACIFIC CONSERVATORY THEATRE

**Job Description**

**Position:** Sound Director  
**Department:** Production  
**Reports to:** Production Manager

The Sound Director (a full-time exempt position with benefits) is responsible for coordinating, planning, executing, and maintaining sound and video required for all shows. This position is directly responsible for theatrical sound production consistent with the integrity of a professionally produced product. As a Resident Artist, the Sound Director is an Associate Faculty member at Allan Hancock College.

The Sound Director coordinates equipment to achieve an efficient and quality sound system for each production; engineers all orchestra recording sessions and works closely with the PCPA Music Director to coordinate recording and produce the music for production; Oversees sound for all productions. Attends; tech/dress, rehearsals, performances, and production meetings. On-call availability is required.

Serves as the Sound technician on PCPA and other events in the PCPA theatres and PCPA events in the community.

PCPA values excellence and professionalism in all aspects of its company and public life. Integral to this position is the demonstration of practical initiative; respectful, courteous and cooperative relationships; affirmative, efficient and ethical working practices. Successful PCPA employees derive deep personal fulfillment from the exemplary completion of their duties, and in the flexibility required to respond to emergent challenges and opportunities, in accomplishment of the evolving work of the theatre and its training programs. PCPA expects a strong commitment to the mission of the theatre in service to task, colleague, company and community.

**Examples of Duties:**

- Front of House Mixer for all productions, unless otherwise determined.
- Teaches sound technology to Conservatory Technical Theatre Training students and interns through the internship lab classes and may teach other classes as assigned by the Technical Theater Program Coordinator.
- Serves as a resource for guest sound designers.
- Supervises all students participating in sound related production assignments.
- Oversees the selection of sound interns for the Winter/Spring and summer seasons in conjunction with the Technical Theater Program Coordinator and the Production Manager.
- In collaboration with the Production Manager, develops and manages the budgets for the sound department.
- Research, and purchases new equipment for the department and individual productions.
- Supervises any Sound department staff.
- Arrange or conduct repair of damaged equipment.
- Serves as a staff supervisor for events sponsored by other organizations and for PCPA events in the community.



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## PACIFIC CONSERVATORY THEATRE

- Coordinate with AHC music department when scheduling use of AHC equipment and facilities for PCPA orchestra recordings.
- Related duties as assigned by the Production Manager.

### **Qualifications:**

- Excellent communication skills – written, oral, and visual.
- Strong organizational, budgeting, leadership and staffing skills.
- Ability to work productively under time pressures and meet deadlines.
- Working knowledge of, and an understanding of, the principals of sound, electricity, and design, in addition to other aspects as they relate to the overall theatre production process.
- A strong base in live mixing and microphone reinforcement with both analog and digital equipment.
- Knowledge and experience in sound recording, engineering, editing, and production.
- Advanced knowledge of QLab, Pro Tools, Logic, Wireless Workbench, and Dante.
- Advanced knowledge of Yamaha Digital consoles.
- Experience with Shure wireless microphone systems.
- Able to draft in AutoCAD or VectorWorks.
- Excellent trouble-shooting skills.
- Master's Degree preferred or;
- Bachelor's Degree required, with 4-5 years professional experience in a similar position.
  - Must meet the minimum qualifications for, and successfully achieve, certification as a California community college instructor at Allan Hancock College.

### **Other Requirements:**

- Possess a valid California license to drive.

### **Special Qualifications:**

- Evidence of sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of staff and students, and to staff and students with disabilities.

### **Work Conditions:**

- Ability to work long hours and work with a flexible schedule.
- Ability to work in an environment where there are frequent interruptions.
- Must be willing to travel and work at various sites.
- Must be willing to work outdoors in all weather conditions while using the appropriate safety procedures.
- May have to work at heights, around moving machinery, and with exposure to noise, vibration, and dust.



**Physical Demands:**

- Must be able to remain stationary at a console for 2 to 3 hours at a time.
- Must be able to detect and distinguish musical and audible tones.
- This person needs to occasionally ascend/descend ladders and work on elevated platforms.
- This person must be able to detect visible cues on the stage from a distance of 40 feet.
- This person must be able to lift, move or transport equipment from building to building and within buildings.