VACANCY DATA/JOB DESCRIPTION

Effective Date: March 23, 2015
Position Title: Theatre Technician
Supervisors Title: Dean of Learning Resource Center/Media
Position Status: Temporary, on call, as needed
Distribution of hours/days based on institutional need
Classification/Points: Not Applicable
Bargaining Unit/Division: None
Job Description: Position provides technical support to the theatre for special events and college productions. Hours will vary based on the scheduled theatre activities. A complete job description is available on the Human Resources Employment Opportunities web page: http://discover.alpenacc.edu/faculty_staff/employment_opportunities.php

Qualifications:
1. Knowledge of Microsoft Office, sound boards, light boards and other performance systems required.
2. Must be able to see and hear well (naturally or with correction).
3. Must be able to lift or pull objects weighing up to 50 lbs. and ability to work from ladders.
4. Ability to work independently required.
5. Experience working with musicians and performers in a theatre setting preferred.
6. Must be able to work with people in a professional manner.

Application Procedure: Please send a letter of application addressing position description and qualifications, a current resume, unofficial transcripts/certifications, and current letters of reference from at least three persons who can speak to the candidate’s professional accomplishments in light of the specific position being sought, sent directly to the Human Resources office.

Address applications to: Human Resources, Alpena Community College, 665 Johnson Street, Alpena, MI 49707.

Applications received by April 6, 2015 will receive first consideration.