

SECTION 383 – HIGH SCHOOL AUDITORIUM TECHNICAL DIRECTOR

**\$30 per hour with a cap of 40 hours per year.**

(A normal year would be 25-40 hours of service depending on the variation of in-house use. This does not include community events/rentals.)

**Needs of Operation**

1. Maintenance and Repair of Sound, Lighting and Scene Shop Equipment (every three years – rotation begins in 2011-12). This maintenance and repair would add 12 hours of labor for that year.
2. Inventory of auditorium equipment such as lighting instruments, light bulbs, gels, batteries, cords, microphones, speakers, scene shop equipment, etc.
3. Purchases for general maintenance of auditorium equipment such as lighting instruments lamps, gels, batteries, cords, microphones, speakers, scene shop equipment, etc. to be made through the auditorium activity account.
4. Recommend to the PHS Principal and/or District-Level Administration expenditures above and beyond routine maintenance (upgrading lighting, sound and stage systems, etc.)
5. Technical Expertise in running the equipment for events of a larger contracted performance (ex. Lighting, microphone usage, etc.)
6. Teaching skills to others (ex - tech department personnel, music teachers, outside consultants), how to run the equipment efficiently and safely.
7. Knowledge of lighting and sound design to create pleasing stage shows for the district and community to enjoy.
8. Set up and clean up of Sound, Lighting and Stage Equipment for larger district and community events.
9. Help create guidelines of what equipment and staging can be used by district and community events. Help determine costs to be charged, working within District Guidelines and maintenance in regards to chairs and riser set up, for example.
10. Coordinate with other professionals hired to do technical work for plays and musicals, as well as other school district or outside events, to ensure all equipment is used properly and restored to a standard (repertory light plot, standard sound settings, etc.)

**Other:**

1. The Technical Director of Auditorium will train 2-3 auditorium technical staff to work events not covered by the Director. Director will oversee setup and evaluate event in regards to concerns/issues.
2. Band and Choral Director need to approve all equipment and staging being used during an event that belongs to each individual department.
3. Technical Director of the PHS Auditorium work in the auditorium is limited to school or contracted related events. Personal work/use in auditorium

space is prohibited unless prior approval is granted by the PHS Principal and/or District-Level Administration.

1<sup>st</sup> Reading – November 7, 2011  
2<sup>nd</sup> Reading – December 12, 2011  
Approved – December 12, 2011