

**STUDENT LABOR POSITION DESCRIPTION****Theatre Laboratory**

Most Recently Updated 04/12/04

Position Title: Sound Technician  
Must work 10 hrs/wk.

**I. Grade Level: 2 or higher****II. Description:****A.** The following are the essential duties for the Sound Technician in the Theatre Laboratory:

1. Be willing to work 10 hours a week. Only under exceptional circumstances can the student work fewer hours.
2. Research music and sounds for design of seasonal performances as assigned.
3. Record music, cue music and operate any/all sound equipment.
4. Keep sound booth clean and all equipment in operating order. Report any/all repairs needed to the Head Sound Technician and/or the Technical Director of the Theatre Lab.
5. Assume all duties assigned by the Head Sound Technician and/or the Technical Director and/or Faculty Supervisor.
6. See that the workplace and environs are clean.
7. Performs other job-related duties as assigned.

**B.** The following are possible additional duties for this position:

1. Be able to correctly place speakers and to, if necessary, run appropriate wiring for special effects speakers.

**III. Learning Opportunities:**

- A. Develop the attributes appropriate to grade assigned: an understanding of relations between individuals, institutions, and processes; comprehension of job-related values, realities, and goals; a commitment to service; and the ability to articulate and interpret observations, experiences, and understanding.
- B. Becoming sufficiently skilled and informed concerning sound technician procedures to lead the staff and work collegially with the Head Sound Technician, Faculty supervisor (Technical Director), and the production director.
- C. Ability to solve problems and conflict during emergencies or in a crisis.
- D. Maturity, imagination; innovation; ability to preserve tradition and yet suggest viable alternative ways of doing things.
- E. Ability to communicate and reconcile, willingness to take risks when appropriate, committed to equality, fairness, and high standards of excellence.

**IV. Basic Qualifications:**

- A. General: Ability to operate any/all equipment in sound booth without supervision, ability to conduct research for theatrical performances, ability to communicate, demonstrate leadership while working collegially with staff and faculty.
- B. Skill: Knowledge of reel to reel (when used); CD player; CD Burner; computer literacy; critical thinking; mature judgement.
- C. Physical: Physical mobility, manual dexterity.
- D. Academic: Reading, thinking and writing skills

**V. Desirable Qualifications:**

A. Personality traits: independence, reliability, dependability, confidentiality and honesty.

**V. Desirable Qualifications (cont.):**

B. Skills: ability to work within broad guidelines and to interpret those guidelines prudently when applying them and making independent decisions.

C. Ability to provide intermediate level supervision of other workers.

**VI. Narrative Summary:**

Student operates any/all sound equipment necessary. Student researches and designs music and sound for any/all theatre productions. Student collaborates with production director, production team, as well as the Technical Director (Faculty Supervisor). Student ensures completion of any/all tasks.