



**Assistant Technical Director
Job Posting
January 2026**

Title: Assistant Technical Director

Department: Technical

Status: Permanent Regular Part-Time (IATSE Local 168 Bargaining Unit)

Expected Start Date: Feb 1, 2026

General Statement of Duties:

Reporting to the Managing Director and Technical Director, the Assistant Technical Director (ATD) serves as a production generalist with a primary focus on the Electrics Department. The ATD must possess a comprehensive command of professional stage terminology, standard theatrical practices, and facility systems. You are expected to be fully proficient in the operation and maintenance of house lighting, audio, stage equipment, and power distribution. Working independently with minimal supervision, you ensure the technical execution of all events meets the high professional standards of the Tidemark Theatre.

While the ATD acts as a production generalist, you will assume elevated leadership roles based on departmental needs or when the Technical Director is off-site:

- **Crew Chief:** By default, the ATD acts as the Crew Chief during production or administrative maintenance shifts, supervising and supporting stage crew members through all stages of load-in, technical rehearsals, and performances.
- **Head Electrician:** When assigned to this designation, you oversee the installation, strike, and emergency maintenance of lighting, sound, and projection systems, including verifying the code compliance of all touring equipment and scenery.

The ATD is responsible for maintaining a safe working environment for all staff, volunteers, and clients, ensuring all work adheres to WorkSafeBC and Tidemark Theatre safety regulations and the diligent completion of Health and Safety incident reports and administrative forms. This also requires performing regular inspections of in-house electrical and facility equipment to preserve our venue and assets.

As a key point of contact for clients and renters, the ATD must provide exceptional customer service. You will demonstrate professionalism, organization, and clear communication when coordinating with touring professional acts, local arts collaboratives, theatre staff and building service contractors, ensuring a positive experience for all who use the facility.

Key Responsibilities:

Technical & Production Oversight:

- Perform duties as Dept. Head / Crew Chief as required.
- Assist with load in and load out of equipment.
- Operate technical systems as required.
- Maintain inventory of equipment and consumable items facility wide.
- Identify and resolve technical issues proactively.
- Provide technical consultation on a variety of projects when requested.
- Modification and maintenance of technical equipment as required in consultation with the Technical Director.

Other:

- Professionally represent the Tidemark Theatre Society when dealing with rental clients, customers, volunteers, and staff
- Strong communication and customer service skills
- Ability to exercise courtesy, tact and diplomacy with rental clients, customers, volunteers, and staff
- Ability to work calmly under pressure
- Team-oriented, flexible, and adaptable to change
- Excellent organizational skills
- Thorough knowledge and understanding of Tidemark Theatre policies and procedures.
- Adhere to all Work-safe regulations and best practices in the industry
- Coordinate building repair and maintenance required in consultation with the Technical Director

Qualifications:**Required:**

- Minimum 3 years' experience in paid posts in technical production
- Lighting certification and/or equivalent industry-related experience
- Knowledgeable in lighting equipment and consoles, computers, information technology and projection systems. FE, LE, LPEC. preferred
- Experience in road- house operations
- Ability to operate the ETC EOS console suite
- Ability to program and operate video projection from various software platforms
- Experience with basic sound operations for meetings, presentations, and recitals
- Criminal Record Check
- A valid BC Driver's License

Assets:

- Degree or certificate in Technical Theatre from recognized institution
- Mobile Elevation Work Platform certification.
- Level 1 First Aid
- ActSafe "Performing Arts Safety Awareness" course
- ActSafe "Safety for Supervisors" course
- Certification under BC Electrical code to Live Performance Electrical Certification (LPEC) level

Compensation and Benefits:

Classification: Part Time Union (IATSE Local 168)

Term: Permanent **Hours of Work:** Days, afternoons, evenings, and weekends.

Minimum Hours: Guaranteed 20 hrs per week; (typically ranges 25-35 hours per week)

Compensation: As per the Collective Agreement; current ATD Rate \$36.53 + 4% Holiday, Extended benefits, up to 4% matching RRSP contributions through IATSE 168.

Probationary Period: 3 Months with option to extend

Please address cover letter and application to:

Ben Burrow; Interim Technical Director, Tidemark Theatre Society

Email: humanresources@tidemarktheatre.com

Subject Line: Part Time Permanent Assistant Technical Director

This position will remain open until a suitable candidate has been found.