

Career Opportunity

Theatre Assistant III

Competition Details

Competition # - 03032025-TAIII-TheRooms

Competition Deadline – Until filled

Employment Type – Casual Call-In

Department – Finance Department, The Rooms Corporation

Position Group – NAPE- General Service

Location – St. John's

Salary (scale) – CG 25

Please send resume and cover letter to

jasonhynes@therooms.ca

Position Details

Reports to The Rooms Technical Advisor, the Theatre Assistant performs technical tasks in the operation of lighting, sound, and video equipment to assist the requirements of The Rooms public programs and events and other functions. Setup and operates audio and video equipment such as soundboard, lighting consoles, projectors, video switching devices, cameras, etc. and backdrops, drapery for the use in events, programs, presentations, and other functions. Provides technical support and onsite troubleshooting to resolve any issues before and/or during programs, events, and other functions. Provides guidance to staff and participants for programs, events, and other functions. Maintains and performs routine repairs on equipment as required. Setup and operates video, audio, lighting, backdrops and drapery requirements for recorded, programs, events and other functions including, audio, video and photo capture. Loads and unloads equipment, drapery, etc., and performs other related duties as required.

Screening Criteria

- Completion of a Diploma in Theatre production, audio and video or other related field (equivalencies will be considered)
- Experience in backstage and general theatre work

- Experience with web conferencing /livestreaming applications and equipment
- Experience with recording live and streaming events

Assessment Criteria

- Knowledge of the configuration, assembly and operation of audio and video and production related equipment
- Knowledge of current trends and technology related to audio, video, and production
- Ability to effectively exchange information
- Ability to think critically
- Ability to manage time and tasks
- Ability to work independently and part of a team
- Ability to prioritize tasks
- Exceptional organizational skills
- Professionalism

Conditions

- Willing to accept overtime (occasional)
- Willing to accept evening shifts
- Willing to accept on-call shifts
- Recent and satisfactory Screen Certificate from RNC