

TITLE: SOUND & VIDEO ENGINEER
STATUS: Seasonal; Full-Time May 2, 2021 through September 4, 2021
PAY RANGE: \$500-\$600/Week +Room and Board
REPORTS TO: Sound & Video Supervisor
DEPARTMENT: Production
WORKS WITH: Festival staff, production assistants, production interns, visiting company members

The **SOUND & VIDEO ENGINEER** is a member of the Production Department and reports directly to the Sound & Video Supervisor. The Sound & Video Apprentice is expected to be able to function independently on projects under his or her direct supervision as well as assist the Sound & Video Supervisor in the day-to-day operations of the Sound & Video Department, maintain a safe and healthy work environment, and assist with coordination of audio and video resources related to the production of festival performances and special events.

RESPONSIBILITIES

- Assisting with coordination of audio and video resources related to the production of festival performances and special events
- Assisting with the season openings and closings of all performance spaces, studios, exhibition spaces and temporary tents
- Assisting with oversight of configuration of audio systems throughout the campus
- Act as chief sound board operator for mainstage productions
- Providing adequate notice to Production Managers of any specific needs for all crew calls, including load-ins, load-outs, extended rehearsals or performance calls, notes, and changeovers
- Creating and maintaining all necessary paperwork
- Assisting with the seasonal opening and closing of the Festival's performance spaces, studios, exhibition spaces, and temporary tents
- Working with visiting artists and companies to ensure the best sound reinforcement possible within budgetary constraints
- Assist the Sound & Video Supervisor with Gala/benefit Performance
- Assisting with maintenance and minor repairs to all audio equipment
- Under the general direction of the Director of Technical Production, assisting with coordination of emergency response for staff and patrons in the event of an emergency or extreme weather
- Completion of Adult/Child CPR and First Aid Training (provided to all seasonal staff prior to Festival)
- Train Production interns in sound, video, and theater production
- Assist other production departments as needed.

REQUIRED QUALIFICATIONS

- Minimum of 4 years of related experience in theatrical sound and video
- Familiarity with and knowledge of theatrical sound and video equipment
- Strong attention to detail and proactive monitoring of processes with excellent communication skills.
- Strong critical thinking, problem solving, and organizational skills.
- Ability to multitask, work under a deadline, and work flexible hours.
- Valid driver's license is preferred

TO APPLY

Send cover letter, resume, and references to Vincent Vigilante, vvigilante@jacobspillow.org, with "Sound and Video Enngineer" in the subject line.

All inquiries and materials will be confidential. Please do not mail hard copies.

COVID-19 Information

Jacob's Pillow is observing COVID-19 protocols to ensure the safety of all employees who plan to work during Festival 2021. Protocols will address those who will reside on campus in all aspects of Pillow lifestyle including food, accommodations, travel logistics, health care, and workplace standards. Accepting employment at Jacob's Pillow this summer will require a commitment to maintaining social distancing, masking, and testing practices on an ongoing basis for the duration of the term and require employees to uphold the values of a community agreement that recognizes safety as top priority in both the decisions made in the workplace and each person's daily life. This protocol will evolve due to changing conditions, and is subject to change in accordance with local laws and regulations and medical direction.

If you are considered for the position, we will ask that you reserve at least 7 days prior to your employment start date to begin quarantining. If you must travel to the Pillow by air, train, or bus we will discuss a specific plan with you.

ABOUT JACOB'S PILLOW

Jacob's Pillow is a National Historic Landmark, recipient of the National Medal of Arts, and home to America's longest-running international dance festival, currently in the midst of its transition to becoming a year-round center for dance through a five-year strategic plan titled Vision '22. Each Festival includes more than 50 national and international dance companies and over 500 free and ticketed performances, talks, tours, classes, exhibits, events, and community programs. The School at Jacob's Pillow is one of the field's most prestigious professional dance training centers. The Pillow provides professional advancement opportunities across disciplines of arts administration, design, video, and production through seasonal internships and a year-round Administrative Fellows program. With growing community engagement programs, the Pillow serves as a partner and active citizen in its local community. The Pillow's extensive Archives, open year-round to the public and online at danceinteractive.jacobspillow.org, chronicle more than a century of dance in photographs, programs, books, costumes, audiotapes, and videos.

Jacob's Pillow is committed to providing an inclusive, diverse, accessible, and equitable environment that cultivates the celebration of the art of dance and its positive impact on communities. Jacob's Pillow's mission is to support dance creation, presentation, education, and preservation; and to engage and deepen public appreciation and support for dance. Organization-wide values include inclusion, leadership, integrity, flexibility, partnership, and sustainability. Learn more about Jacob's Pillow, its mission statement, and its values [here](#).

Jacob's Pillow is a registered 501(c)(3) not for profit organization that provides equal opportunity for all employees and applicants for employment without regard to race, color, creed, religion, gender, sexual orientation, national origin, age, marital status, mental or physical disability, pregnancy, military or veteran status, or any other basis prohibited by state or federal law. This policy also prohibits employees from harassing any other employee for any reason including, but not limited to, race, religion, sex, national origin, age, or disabled status.