

# Job Posting

## Venue Technician (Casual Contract | On-Call Roster)

**Location:** Red Deer, AB (Red Deer Memorial Centre + CAT Studio Theatre)

**Organization:** Central Alberta Theatre Society (CAT)

## The Opportunity

Central Alberta Theatre operates the **Red Deer Memorial Centre (a 700-seat roadhouse theatre)** and the **CAT Studio Theatre (black box)** in a shared complex that hosts concerts, dance, theatre, comedy, festivals, lectures, and more.

We're building a **roster of reliable Venue Technicians** we can call on for **performances, rehearsals, rentals, and event changeovers** as show schedules require. This is **contract, on-call work**—ideal for experienced technicians who want flexible gigs without a fixed weekly schedule. (Expect a lot of evenings and weekends.)

**Reports to:** Operations Manager

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## What You'll Do (Show-First, Client-Ready Support)

You'll be brought in when events require technical coverage, working under the direction of the Operations Manager to keep shows running safely and smoothly.

### Core responsibilities include:

- **Event technical support & show ops:** set up, operate, and strike house systems (audio, lighting, basic AV) for rehearsals, performances, and rentals
- **Support touring/rental clients:** assist with load-in needs, integrate house systems (e.g., PA tie-ins), and respond to technical issues during events (escalate as needed)
- **Load-in/load-out + space resets:** coordinate safe load-ins, help with stage/FOH setups, and ensure timely resets between bookings
- **Safety & equipment care:** follow safety requirements and PPE; operate lifts/specialized equipment only when trained/authorized; report hazards or equipment issues promptly
- **Back-of-house readiness:** keep stage/backstage areas show-ready (quick cleans/resets, dressing room readiness), troubleshoot minor fixes within capability, and support post-event resets

- **Professional communication:** coordinate with FOH, the Operations Manager, and clients; help improve repeatable delivery by noting recurring issues and supporting SOP/checklist updates
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## What We're Looking For

We're aiming for a **qualified, ready-to-go roster**, so the strongest applicants will bring hands-on live event/venue experience and calm problem-solving under pressure.

### You're a fit if you have:

- Solid hands-on experience (2-3 years) in **live event / technical theatre / venue operations**, especially **sound** (and working knowledge of lighting/video/AV)
- The ability to work independently, take initiative, and communicate clearly during live events
- A safety-first mindset and comfort working in active backstage environments (load-ins, changeovers, quick turnarounds)
- Good physical condition (this role includes lifts, pushes/pulls, and hands-on setup/strike work)
- **Valid driver's licence and reliable transportation** (call times aren't always bus-friendly)
- Availability for **irregular, on-call scheduling** (days/evenings/weekends depending on show needs). Candidates who are frequently unavailable on short notice or can't reliably work evenings/weekends should not apply

### Assets (nice-to-have):

- Post-secondary training in Technical Theatre or equivalent experience
  - Experience supervising/mentoring assistants or local crew
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## Contract Details (How This Works)

- This is **casual contract / on-call** work scheduled per event. You may get called for one-off shows, multi-day runs, or short bursts during busy periods.
- You'll be paid as a **direct show/event cost** (contractor invoicing).
- Orientation to venue-specific systems and procedures will be provided.

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## How to Apply

Email [executivedirector@centralalbertatheatre.ca](mailto:executivedirector@centralalbertatheatre.ca) with:

1. A resume
2. A brief note including:
  - Your **primary strengths** (sound / lighting / AV / stage)
  - Your **availability** (especially evenings/weekends)
  - Any **consoles/boards/software** you're comfortable with operating
  - Describe a time you've worked on a live event where something went wrong technically and how you handled it.
3. Two references

**Subject line:** Venue Technician (Contract Roster) – *[Your Name]*

We thank all applicants—only those selected for a quick call/skills check will be contacted.