

Head Carpenter, Ziff Ballet Opera House

The Adrienne Arsht Center for the Performing Arts of Miami-Dade County is seeking an experienced, skilled, and highly motivated Head Carpenter, Ziff Ballet Opera House to support the Director, Production.

FLSA Status: Full-time, Non-exempt

About the Adrienne Arsht Center for the Performing Arts of Miami-Dade County

Set in the heart of downtown Miami, the Adrienne Arsht Center for the Performing Arts of Miami-Dade County is committed to welcoming and connecting ALL people to the arts, to the Arsht Center, and to each other. Since opening in 2006, the Arsht Center, a 501C3 non-profit organization, has been a catalyst for billions of dollars in new development in the downtown area, a leader in programming that mirrors South Florida's diversity, a host venue for historic events and Miami's hub for arts education.

Each year, we serve more than 50,000 young learners and offer more than 100 culturally diverse and inclusive education programs. Our 300+ annual events include our Knight Masterworks Classical Music series featuring magnificent orchestras and soloists from around the world; the very best musicals direct from New York for Broadway in Miami; Jazz Roots, the largest jazz series in South Florida; our award-winning, Miami-made Theater Up Close program; Flamenco Festival Miami; brilliant work from our many Arts Partners and local artists, and much more.

The Arsht Center is a home stage for three resident companies - Florida Grand Opera, Miami City Ballet, and New World Symphony - and a launchpad for local artists to make their mark on the international stage. In addition, our Family Fest, Free Gospel Sundays, Communi-Tea LGBTQ+ celebration, and Heritage Fest are among dozens of free activities that bring together people from all corners of our community.

For more information, visit arshtcenter.org.

Basic Function

As a key member of the Production Department, the Head Carpenter supervises the carpentry crew; operates and manages the stage systems of the Ziff Ballet Opera House (ZBOH). The Head Carpenter supervises the load-in, set up, running and load-out of all ZBOH stage productions as well as the carpentry crew during all work calls, overseeing the proper use of the facilities and equipment in a safe and efficient manner. This position requires prior experience running a stage; stage rigging equipment, pits, and winches. This position requires strong and effective leadership skills, excellent communication, and the ability to resolve problems in an efficient diplomatic manner. This "working" position requires a very strong work ethic and a genuine desire to help others.

Responsibilities

- Demonstrate strong leadership and management skills.
- Functions as a hands-on department head.
- Run and maintain the Ziff Ballet Opera House stage systems in the safest and most efficient manner and according to the manufacturers operational guidelines.
- Work with and supervise local crews in the construction of scenic elements, rigging of trussing, lighting, hanging of drapery, maintenance of the scenic and physical plant elements. Troubleshoot any technical problems encountered.
- Liaise with Arsht Center production management and road companies to ensure the safe and efficient load in, run of show and load out.
- Maintain the highest quality in product and performance of those assigned to the carpentry department and those working on stage.
- Reports all unsafe working conditions to production management. Initiate corrective action where possible.
- Assist in advancing shows and events, including reviewing technical riders and drawings in preparation with Technical Directors before load in.
- Help in the development of maintenance and production budgets. Cost estimates for Arsht Center shows, events and four wall rentals.
- Develops and implements a maintenance schedule for all stage systems and equipment, implementing necessary steps to assure operational safety and integrity.
- Assist Arsht Center Technical Directors in setting work calls and scheduling breaks.
- Maintains stage reports, daily reports, billing and settlement information.
- Ensure crews adhere to standard OSHA and Theatrical Safety Practices.

Qualifications

The ideal candidate will have the following professional experience:

- At least seven (7) years' experience as a Head Carpenter with a large major national touring company, orchestra, or multi-venue performing arts organization.
- Ability to read and understand CAD drawings of ground plans, sections, and hang plots.
- Working knowledge of scenic construction techniques, welding, pneumatics, hydraulics, motion control, and rigging.
- Have demonstrated strong ability to lead, mentor, negotiate, troubleshoot, and problem solve.
- Ability to analyze production schedules to utilize personnel best.
- Experienced in coordinating the efforts of and managing others.
- Ability to relay information and assignments in a concise, efficient manner.
- Knowledge of all theatrical equipment, sound, lighting, stage, etc.

- Must be able to work a schedule to include nights, weekends, and holidays.
- Must be proficient in Microsoft Office Suite.
- Working knowledge of drafting software.
- ETCP certification is ideal.

Personal Characteristics

The Head Carpenter, Ziff Ballet Opera House should be:

- A strong leader
- Able to work well with a variety of personalities
- Action-oriented
- Determined and persistent
- Highly energetic
- Dedicated to accomplishing the organization's goals

Physical Demands

- While performing the duties of this position, the employee is frequently required to stop, reach, stand, walk, lift, pull, push, grasp, communicate, and use repetitive motions.
- Frequently lifting up to 75 pounds, climbing and working from a ladder and high reach personal lifts is requirement of this position.
- The position requires the individual to meet multiple demands from multiple people and interact with the public and other staff.
- Ability to stay alert and focused during long periods of inactivity.
- Ability to work in low light situations.
- Must be comfortable working at height.

Suggestions for candidates and expressions of interest should be addressed to:

Email: resumes@arshtcenter.org, with Head Carpenter, Ziff Ballet Opera House search in the title line.

Note: The above job description is intended to describe the general nature and level of work being performed by staff assigned to this job. It is not intended to be an exhaustive list of all responsibilities, duties, and skills required of staff in this position. Duties, responsibilities, and skills are also subject to change based on the changing needs of the job, department, or organization. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the Adrienne Arsht Center as the requirements of the job change.

The Adrienne Arsht Center is an equal opportunity employer committed to being an inclusive workplace and strongly believes in the importance of having a diverse group of individuals represented.