



Sound Assistant – Job Description

JOB TITLE: Sound Assistant

ALTERNATE TITLES: Sound/Audio Technician

REPORTS TO: Sound Designer, Assistant Sound Designer, Production Manager

JOB TYPE: Seasonal, Salaried

SUPERVISES:

GENERAL JOB STATEMENT: The Sound Assistant works within the sound department to ensure smooth operation of prep, run, and load-out of all shows. This includes, but is not limited to: microphone cleaning, repair, and battery swaps; fitting of microphones on performers during preshow and mic swaps during the run; gathering of microphones after the show for storage. Additionally, the sound assistant may assist in the hanging and running of cables and equipment to the stage, orchestra pit, and front-of-house locations.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Microphone cleaning, maintenance, distribution and tracking.
- Assist sound designers in determining tracking of microphones during a show.
- Assist in the install and load-out of season assets including trusses, PA equipment, monitors, and cabling.
- Assist in the install of show-specific sound effects.
- Assist in the install and layout of the orchestra.
- Participate in all show load-ins and load-outs.
- Assist in organization and maintenance of workspaces and tools.
- Ability to work as a member of a crew.
- **Any additional tasks as requested by the Sound Designer, Assistant Sound Designer, or the PM.**

QUALIFICATIONS AND SKILLS:

- Minimum 3 years' experience in sound including safe practices, troubleshooting, and run crew preferred.
- Ideal candidate will have experience with contemporary equipment.
- Programming knowledge is a plus.
- Cross-disciplinary skills relating to other departments is a plus.