



## Lead Carpenter – Job Description

**JOB TITLE:** Lead Carpenter

**ALTERNATE TITLES:**

**REPORTS TO:** Director of Production, Asst. Production Manager, Head of Set Construction, Technical Director, Assistant Technical Director

**JOB TYPE:** Seasonal, Salaried

**SUPERVISES:** Carpenters

**GENERAL JOB STATEMENT:** Build and installation of scenery for assigned shows using a variety of woodworking methods and materials. Must work well with a team of scenic craftspeople to create excellent work in a timely manner. Must be able to work independently on specialty projects while simultaneously providing leadership and direction to other carpenters in the scene shop.

### **PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- Build scenery as directed by Head of Set Construction
- Perform repairs to scenery as directed.
- Load-in and strike scenery safely.
- Maintain clean and safe working environment.
- Complete projects on schedule with a high level of quality.
- Provide direction and leadership to other shop carpenters and interns.
- Work closely with Head of Set Construction to delegate assignments and establish priorities.
- Any other tasks as assigned by Director of Production, Asst. Production Manager, Technical Director, Assistant Technical Director, or Head of Set Construction

### **QUALIFICATIONS AND SKILLS:**

- 3 years' experience in theatrical carpentry and woodworking.
- Ability to read and interpret working drawings.
- Knowledge of standard and safe woodworking practices.
- Knowledge and ability in a variety of scenic construction methodology and practices.
- Ability to safely lift 50lbs.
- Proficiency in theatrical construction techniques.
- Excellent communication, organization, collaborative and interpersonal skills.
- Willingness to learn new techniques and methods in given field.