

Technical Director

Established in 1959, Canada's National Ballet School is one of the world's foremost training institutions for aspiring young dancers and teachers. Attracting students from across the country and around the world, NBS is the only ballet academy in North America to provide elite dance training, academic instruction and residential care on the same campus. The School's progressive curriculum, with its emphasis on the physical and emotional well-being of the student, has put NBS at the forefront of dance training internationally.

Making dance relevant to all persons through its philosophy of 'sharing dance' sees NBS engaging a diverse mix of participants, from school children to people living with Parkinson's Disease, in both on and off-site classes.

Canada's National Ballet School is currently accepting applications for the **Full-Time** position of

TECHNICAL DIRECTOR

Reporting to the Production & Theatre Operations Manager, in a collaborative team environment, the Technical Director provides expertise and leadership for a diverse range of productions and events (internal and external) for Canada's National Ballet School (NBS). The ideal candidate is a team builder who demonstrates exceptional technical production skills along with excellent people and communications skills.

Major Duties and Responsibilities

- Develop a skilled, expert theatre crew results by communicating job expectations, planning, providing technical expertise, giving direction and support and monitoring performance.
- Maintain the safe operation of the Theatre and other NBS presentation spaces through regular equipment maintenance/repairs, communicating/monitoring safe work practices for theatre staff and performers. Responsible for scheduling piano maintenance/tuning.
- Provide information/guidance to clients, in collaboration with the Venue Rentals Manager.
- Maintain records of theatrical equipment by updating technical theatre package inventories and technical drawings in conjunction with the Production & Theatre Operations Manager.
- Contribute to the development/updating of Theatre policies/procedures by keeping current with developments in the industry (e.g. new technologies, training standards, general work practices).
- Oversee equipment rentals by obtaining quotes, facilitating delivery, pickup and invoicing.
- Contribute to the team effort by accomplishing related results as required (e.g. may be required to run, set-up and/or strike equipment).

Qualifications/Skills/Experience:

- Post-secondary education in a related program with a 3+ years hands-on production experience.
- Good knowledge of theatre production aspects including lighting, sound, rigging, staging & set elements, dance floors, health & safety, current codes and legislations as they apply to the theatre, and power.
- Good organizational and scheduling skills complemented by demonstrated leadership skills.
- Proven understanding of technical riders and ability to interpret the needs of both rental and in-house clients.
- Ability to read and manipulate scale drawings. CAD drafting (Vectorworks an asset) and proficient in Excel with a working knowledge of Audio Visual systems.
- Ability to oversee budgets and deliver the needs of a production in a timely manner.
- Hours of work may vary to include evenings and weekends.

Successful candidates must supply Canada's National Ballet School with a Police Reference Check in accordance with the School's Child Abuse/Sexual Abuse Prevention Policy; this will be coordinated through Human Resources at NBS.

Qualified applicants should send resumes **with salary expectations** to careers@nbs-enb.ca and include **"Technical Director – September 2017"** in the subject line of your email **by September 18, 2017***.

***Consideration of applications will begin immediately and continue until the position is filled.**

Canada's National Ballet School is located at 400 Jarvis St., Toronto, Ontario M4Y 2G6.
Please visit www.nbs-enb.ca for more information.

NBS is committed to providing accessible employment practices, in compliance with the AODA. Requests for accommodation can be made at any stage of the recruitment process, applicants are asked to make their needs/requirements known.

NBS thanks all candidates for their interest; however, only those selected for interviews will be contacted.