

Technical Director

The Adrienne Arsht Center for the Performing Arts of Miami-Dade County is seeking an experienced, dynamic Technical Director to participate as a key member of the production team.

Background

As the focal point of performing arts activity in South Florida, the Adrienne Arsht Center for the Performing Arts of Miami-Dade County serves as a showcase for the finest in established and developing performing arts programs. The Center is the foundation on which established resident organizations build their programs and extend their reach. The Center also serves as a laboratory, providing first class accessible facilities for smaller, emerging and developing organizations and for the Center's own innovative productions and events.

The Center provides our diverse audiences with opportunities to share South Florida's many cultures, offering insights and understanding. As an educational resource, the Center broadens the horizons of our children and enhances our quality of life by offering a full range of cultural and learning experiences.

The objectives of the Adrienne Arsht Center for the Performing Arts of Miami-Dade County are to:

- provide a broad range of performing arts experiences reflecting the diversity of our region, country and world;
- offer state-of-the-art accommodations for artists, cultural organizations and audiences;
- operate in an efficient and cost-effective manner and attract governmental and foundation funding;
- serve as an educational and cultural resource for children and under-served audiences; and
- Act as a catalyst for area revitalization and enhance regional economic opportunities and tourism.

In October 2006, The Adrienne Arsht Center for the Performing Arts opened with two major halls designed to produce and present the finest in classical and popular entertainment. The Center is a \$478 million community investment, managed and operated by the Performing Arts Center Trust, Inc., a not-for-profit corporation, in partnership with the Performing Arts Center Foundation. The Center includes the 2,200-seat Knight Concert Hall, the 2,400-seat Sanford and Dolores Ziff Ballet Opera House, a 200-seat flexible space Carnival Studio Theater, and the 57,000-square-foot central Plaza for the Arts outdoor performance space.

The Adrienne Arsht Center is proud to be home to three artistic resident partners:

- Florida Grand Opera: formed in 1994 by the merger of Greater Miami Opera and The Opera Guild Inc. of Fort Lauderdale FGO stands as one of the oldest performing arts organizations in Florida. It combines a rich history of presenting internationally-acclaimed artists, lesser know operas by great composers as well as commissions of works of living composers.
- Miami City Ballet: is among the largest ballet companies in the country. Since 1986, MCB has toured more than 100 U.S. cities, Europe, Great Britain, South America, Central America, and Israel. MCB currently performs in four counties in Florida with an active repertoire of 88 ballets
- New World Symphony: has prepared 680 graduates for leadership position in orchestras and ensembles around the world. Since its inaugural concert in 1988 NWS has performed around the globe.

The Adrienne Arsht Center's annual operating budget is about \$43 million; approximately \$23 million is generated by ticket sales, other earned income, and the reimbursement of facility related occupancy costs by Miami-Dade County. The immediate objective of the Technical Director is to enable the Adrienne Arsht Center to continue to grow in its endeavors through a combination of experience, initiative, and

commitment. Longer term, the objective is support a broad, vibrant and enthusiastic program in a diverse and international community to support existing and new stage production and events at the Center.

Basic Function

Reporting to the Senior Director, Production, the Technical Directors are responsible for budgeting projects (i.e. live performances events, festivals), advancing upcoming performances and directing the technical staff in activities associated with the execution of performances presented at or by the Center; both on and off site. These include performances in a variety of disciplines and art forms. The Technical Directors also oversee the maintenance of the equipment and facilities within all stages. They are directly responsible for the supervision of union/non-union technical crews while upholding highest production standards for all events at the Center, serving as the liaison between the Center and visiting companies. Success in this position relies on great organizational skills, the ability to multitask on numerous projects simultaneously, strong leadership qualities and superior grace under pressure. Ability to work as a team with the technical, production and administrative staff is essential.

The Technical Director will be a "hands on" and deeply involved leader who prides him/herself on maintaining the highest quality standards in services and production value for all events. This is a highly collaborative environment that is results driven by strategic thinking, goal-oriented action, follow through and open communication.

Key factors contributing to the success of the Technical Director will be the ability to collaborate with all facets associated with the company's operations including Programming, Engineering, Security, Housekeeping and Development/Advancement teams. In achieving its objectives the Director will consistently review the current support infrastructure to ensure it has the tools to respond quickly, effectively, creatively and contextually to long term strategic goals, short term operating needs and to key stake holder's interests and opportunities.

Immediate Priorities

The Director's immediate priorities are to:

- Familiarize and acclimate him/her-self to the center's operating procedures.
- Learn budgeting/advancing process.
- Develop rapport with collaborators and artistic partners.
- Thoroughly understand the Adrienne Arsht Center – its history, culture, programs, performances, constituents, governance structure and brand.

Responsibilities

Counted among the responsibilities of the Technical Director will be to:

- Work with Programming Directors and outside renters to explore feasibility and cost of proposed project. budget, develop and execute assigned projects.
- Liaise with outside presenters and touring companies to insure smooth and efficient load-ins rehearsals, performances and load-outs.
- Communicate production needs to House Department heads in advance to anticipate and address challenges.
- Prepare for all aspects of an incoming event/performance. (i.e. equipment rental, permits, scheduling services, labor requests)
- Review Stagehand timesheets and track production costs for settlement. Evaluate stagehand labor; correct and/or report substandard performance.
- Maintain highest quality standards in services and production value for all events.

- Serve as primary building contact for visiting companies as it relates to their production's use of facilities.
- Monitor the condition of equipment and systems as they relate to production; initiates corrective action if possible or report needed assistance if action is beyond the scope of the position.
- Be present, or arrange to have appropriate Center staff present, at any time the Center or its equipment is in use.
- Enforces all Center policies, rules and regulations with regard to technical/production operations.
- Attend weekly operations and production meetings to disseminate pertinent information to staff discussing challenges with upcoming performances.
- Supervise and evaluate users of the Center from a technical standpoint.
- Maintain inventory of production consumables and budget replacement items within production/technical budgets.
- Undertakes special assignments and projects as directed.

Required Qualifications:

- Theatre Production or related degree preferable. Minimum 3-5 years of experience in a production related supervisory position. A developed understanding and experience of standard practices in the performing arts and event production.
- Knowledge of all disciplines of theater production and equipment: to include sound, lights and staging.
- Strong management skills and extensive experience in effectively supervising subordinates.
- Possess strong writing, and presentation skills.
- Proven record of accomplishment.
- Strong interpersonal skills.
- Ability to effectively multi-task.
- Able to work well with a variety of personalities and maintain a positive attitude even in highly stressful, time sensitive situations.
- Advanced computer skills including knowledge of MS Professional Office and Outlook.

Desirable Qualifications:

- Fluency in a foreign language.
- Experience with AutoCAD, Vector Works highly desirable.
- Experience with corporate event production valued.
- Understanding of collaborative, team-oriented leadership style.
- Ability to think strategically about all aspects associated with the image of the Center, including Resident Companies, outside individuals and institutions.

Personal Characteristics

The Technical Director should be:

- A big-picture thinker with a belief in and commitment to the mission of the Adrienne Arsht Center and the performing arts; who by example and with integrity, tact and diplomacy sets and meets high standards of expectation and excellence introspectively and with others.
- Resolute yet diplomatic; firm yet respectful of other's concerns; flexible and creative in finding alternative solutions to challenges;
- Skilled at listening; charismatic at communication with the ability to build trusting relationships with individuals and groups in this diverse community;
- Self-motivated, high energy, imaginative leader who pays a great deal of attention to detail;
- A coach and mentor dedicated to sharing success.



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

Technical Director Search
The Adrienne Arsht Center
1300 Biscayne Boulevard
Miami, FL 33132
Attention: Trish Brennan, Vice President, Human Resources

Fax: 786-468-2001

Email: resumes@arshtcenter.org, with Technical Director search in the title line.

The Adrienne Arsht Center is an Equal Opportunity Employer

To learn more about the Adrienne Arsht Center go to www.arshtcenter.org