



NBT Technical Director

Mission/Core Values: Since its founding in 1968, National Black Theatre (NBT) has continuously served as a hub for the next generation of Black theatre artists by providing training, creative development and opportunities to showcase their work. For more than a half-century, NBT has maintained its strong commitment to bring new, underrepresented voices to the forefront that provide fresh, diverse perspectives on critical issues of equity and social justice. NBT produces transformational and dialogue-generating theatre that successfully shifts inaccuracies around African Americans' cultural identity by telling intersectional stories of Black life. In 2020, NBT began a major building redevelopment project that will enable it to sustain and grow its mission exponentially. Over the next three years during its itinerant phase, NBT is relying on partnerships across disciplines, co-productions, guest curators, outdoor venues, digital developments and other creative outlets to reach audiences near and far.

The Technical Director will play an active role in all NBT productions, overseeing set building and installation. As NBT pursues and executes various co-productions and partnerships, there is a need for a Technical Director to supervise and participate in the construction of scenery, from cost-out and ordering to installation, maintenance and strike. This includes the selection of personnel, technology and equipment to ensure the vision of NBT and the artistic leadership come to life in a seamless, safe manner.

An ideal candidate will grow with NBT, and as plans for its new facility come into focus, help to inform decisions about theater design and technical guidelines. Once in the new space, in 2026, a permanent, full-time TD would also work closely with the Rental & Facilities Managers to adapt the space to the needs of various users.

This is a salaried position, with an annual rate in the range of \$80,000, reporting to the Executive Artistic Director, and responsible for managing the deliverables of various vendors. This may start out as a part-time/seasonal role, but the hope and intention is for it to become full time.

Responsibilities:The responsibilities include but are not limited to:

Production Specific

- Manage all technical aspects of productions, currently at various partner and rental venues across NYC while NBT rebuilds its permanent home in Harlem.

- Work with creative teams and venue partners to ascertain and plan for technical requirements and ambitions of each show; assess venue's technical capabilities; ensure all technical aspects of the production fall within its rules, regulations, and protocols.
- Determine the necessary technical supports – such as lighting, sound, staging, and special needs – in advance of production dates.
- Assist in the preparation and control of production budgets.
- Evaluate and communicate costs and feasibility of designs to producers, including technical and engineering information.
- Prepare packages for vendor bidding on all design elements.
- Create and maintain scenic and rigging load-in schedules.
- Arrange for the purchase, repair, and replacement of the technical assets
- Approve and assist in the recruiting, training and assignment of volunteer or paid technical staff; supervise positions such as A/V technicians and board operators up through tech week(s).
- Advise and assist production managers, and designers, on the technical specifications, costs and usage of technical equipment required and supervise the implementation of approved technical designs.
- Oversee construction of the set and installation of equipment.
- Attend all tech-week rehearsals to supervise and assist in any aspects of technical changes.
- Manage load-in, load-out, and strike.

Ongoing Technical Design and Planning

- Assess NBT's inventory so as to monitor, maintain, safeguard, and supervise the usage of the technical assets of the theatre, including all rigging, soft goods, lighting, sound, video, and communications equipment, as well as stage components and stage facilities.
- Make recommendations regarding technical design, staffing and equipment for NBT's new facilities.
- Make recommendations regarding staffing structures as the theatre grows and prepares to inhabit its new facility.

Qualifications:

- 3+ years of appropriate theatrical/technical experience preferably in the NYC performing arts market
- Extensive knowledge of technical theatre, including all types of scenic construction, rigging, automation, lighting, sound and projection components
- Proficient in reading and using AutoCAD and/or Vectorworks
- Ability to read, understand, and discern information from technical and design drawings
- Ability to generate working drawings for scenic elements and Mainstage configurations a plus.
- Strong organizational, communication, and crew management skills
- Ability to manage and execute multiple complex projects at once
- Ability to work within a budget
- Agility working in a fast-paced environment while maintaining a positive attitude

- Must work some non-traditional hours, including early mornings, nights, and weekends as needed
- Comfortable lifting objects 50+ pounds regularly and be comfortable working at heights up to 35'

A note on working conditions: The technical director must be able to work safely around power tools, on ladders and lifts, and around electricity. The work often involves getting dirty or dusty and being around paint fumes. For theaters where hands-on work with various crews is required, the technical director must be physically fit enough to spend most of the day on their feet or kneeling, crouching, reaching and exerting muscles through the use of hand and power tools.

To apply: Please submit a cover letter and resume to apply@nationalblacktheatre.org listing “Technical Director” in the subject line.