

FINE ARTS WORKSHOP SUPERVISOR**NATURE OF WORK**

This is skilled work in the design, construction and modification of wooden installations, theatre production sets and related materials for teaching purposes within the School of Fine Arts.

The employee of this class is responsible for performing activities in the design, construction and modification of wooden installations, theatre production sets and related materials for a teaching program. Work also includes demonstrating proper workshop equipment operation, recommending equipment purchases, and preparing and interpreting drawings. The employee performs work with considerable initiative and independence under the direction of the Technical Director who provides advice on operation guidelines and policy. Work is reviewed through discussion and observation of results obtained.

ILLUSTRATIVE EXAMPLES OF WORK

Designs and constructs varied wooden installations and props for theatre productions; discusses production requirements with immediate supervisor; prepares draft design for discussion; determines material limitations; determines final design requirements in consultation with superiors; fabricates required installation or prop; modifies and/or repairs, as required.

Constructs specialized tables and consoles; reviews and discusses specifications provided; ensures that specialized requirements for materials are met; prepares constructed furniture in a finished manner; discusses installation of furniture with maintenance staff.

Sets up workshop equipment for student use; adjusts and/or calibrates equipment as required; provides assistance by demonstrating proper use of equipment to students; may provide additional operational information, as requested.

Ensures that equipment is operating properly; recommends major repairs, as required; performs minor maintenance as necessary.

Recommends equipment and supply purchases to immediate supervisor; obtains price quotes, as required; discusses purchase price and equipment availability with immediate supervisor.

Construct framing, matting and related apparatus, as required.

Maintains work area in a neat and orderly condition.

Maintain up-to-date technical information on theatre production construction.

Perform related work as required.

REQUIREMENTS OF WORK

Thorough experience at a journeyman level in carpentry and woodworking including considerable experience in the construction of theatre sets; graduation from high school supplemented by the successful completion of an approved apprenticeship program in carpentry; or any equivalent combination of experience and training which provides the following knowledge, abilities and skills:

Thorough knowledge of standard practices and methods, materials, tools, processes and procedures in theatre set construction and related woodworking.

Thorough knowledge of the design of theatre production sets and props.

Considerable knowledge of the hazards and safety precautions involved in carpentry.

Considerable knowledge of the literature and of current developments in theatre production and prop construction.

Knowledge of the maintenance and repair of shop tools and equipment.

Ability to operate carpentry power and hand tools.

Ability to install production sets.

Ability to work from plans, sketches and oral and written instructions and to exercise judgement in determining techniques and methods.

Ability to establish and maintain effective working relationships with faculty, staff and students.

Skill in the operation and care of stationary and hand power tools.

Possession of a journeyman certificate in carpentry or equivalent issued by the Province of Newfoundland and Labrador.

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