



**JOB DESCRIPTION: AUDIO ASSISTANT**

REV. 12/2023

**Job Title:** Audio Assistant

**Reports To:** Audio Supervisor and Production Audio Engineer

**Department:** Production/Audio

**FSLA Classification:** Seasonal Full-Time Non-Exempt or Temporary Full-Time Non-Exempt

**Rate:** \$17.00 per hour, time and a half over 40

Our goal is to be a diverse workforce that is representative, at all job levels, of the community we serve. Goodspeed Musicals is committed to creating an equitable, inclusive, and accessible workplace environment, and is proud to be an Equal Opportunity Employer. Women, non-gender binary/trans individuals, BIPOC (Black, Indigenous, and People of Color), and people with disabilities are strongly encouraged to apply.

*Please be advised that the current representation for this position is under IASTE Local 84. The benefits outlined will apply until a formal agreement is reached between IA and Goodspeed. It's important to note that these benefits may be subject to adjustments based on the outcome of ongoing negotiations. Do not need to be union to apply.*

**General Statement of Job Function:** The Audio Assistant assists the Audio Supervisor and Production Audio Engineer in the safe installation and execution of all audio elements in all Goodspeed venues. The Audio Assistant is also responsible for assisting in the safe, efficient and accurate implementation of sound designs on assigned productions.

**Principle Duties and Responsibilities:**

- Serve as Audio Assistant for all assigned performances.
- Shadow, learn, and perform assigned Production Audio Engineer's track and stay proficient with the mix through a production run.
- Serve as stand-by Audio Engineer when needed on assigned productions.
- Assist Production Audio Engineer with maintaining integrity of the sound design and performing preshow and post-show duties.
- Assist in the creation, load-in, and strike of all sound elements.
- Attend and participate in all technical rehearsals, crew calls, technical notes, and performances as assigned
- Assist Production Audio Engineer with maintenance and management of all audio equipment, storage spaces, tools, and expendables.
- Help to create and maintain all production-related paperwork.

**Other Duties and Responsibilities:**

- Attend all rehearsals and production meetings as needed.

- Maintain a clean and safe workspace.
- Other duties as assigned.

**Required Qualifications & Skills:** Experience in theatrical sound; Able to repeatedly climb four flights of stairs while carrying 40 pounds; Adequate knowledge and expertise with current sound equipment; Manual dexterity and an aptitude for working with electrical, electronic, and mechanical systems and equipment; Excellent verbal and written communication skills; ability to work nights and weekends.

**Preferred Qualifications & Skills:** Strong technical and organizational skills; Ability to lift 50 lbs.; Ability to troubleshoot problems in a calm and efficient manner under pressure; Ability to work within tight deadlines.