



JOB DESCRIPTION: AUDIO ASSISTANT

REV. 12/2024

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

Goodspeed Musicals is committed to cultivating an environment where equity, diversity, inclusion, accessibility, and belonging are experienced at all job levels throughout our organization. Goodspeed is proud to be an Equal Opportunity Employer, and aims to have diverse staff that is representative of all theatre makers. BIPOC (Black, Indigenous, and People of Color), LGBTQIA+, and people with disabilities are strongly encouraged to apply.

Please be advised that the current representation for this position is under IATSE 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, as well as 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 proficiently perform assigned Production Audio Engineer's track and mix throughout 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 pre-show 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.
- Maintain a clean, safe, respectful, and collaborative work environment.
- Exhibit interpersonal savvy, which includes relating comfortably to a variety of personalities, cultivating and maintaining positive relationships, employing discretion, diplomacy, and tact, seeking the positive in all situations.
- Comfortably and effectively cope with change and ambiguity, which includes effectively transitioning between tasks and timelines, identifying priorities and making good decisions with a minimum of information, and staying relaxed and proactive when things are uncertain.
- A commitment to an equitable work environment, which includes use of gender inclusive language, support for individual gender expression, racial equity and intergenerational collaboration, accessibility for people with disabilities, and cultural sensitivity.



Other Duties and Responsibilities:

- Attend all rehearsals as assigned.
- 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.