

Job Posting

Head Stage Carpenter

Theatre Calgary is seeking a skilled individual to fulfil the role of Head Stage Carpenter. The successful candidate will be responsible for providing supervision, co-ordination and maintaining a safe stage for the onstage productions and backstage operations at the Max Bell Theatre.

The Head Stage Carpenter reports directly to the Production Manager and Technical Director. The successful candidate will have excellent technical and communication skills and will exhibit a keen interest and ability to work as a part of a dynamic team environment. The successful candidate shall be willing to work flexible hours including evenings and weekends according to the production schedule created by management.

Theatre Calgary operates as a certified Union House with IATSE Local 212, is a Category "A" venue with CAEA, and is a signatory to the Canadian Theatre Agreement (CTA). Theatre Calgary is also a member of the Professional Association of Canadian Theatres (PACT).

We are the resident company in the Max Bell Theatre in the Arts Commons complex, where we primarily present theatrical plays and musicals that are created and produced in-house. The seasons are typically structured with work spanning from August through June, including a summer maintenance & repair period. Theatre Calgary also occasionally produces works in other venues, and/or in collaboration with other theatres.

The Max Bell Theatre has a 55' wide by 40' deep proscenium stage, featuring a 51-lineset single purchase counterweight fly system, and capacity for an audience of up to 750 patrons. We are proud to have made significant investments in cutting-edge theatrical equipment and technology, which allows us to create world-class productions. Key assets include an extensive Creative Conners automation rig, Western Canada's largest permanent LED wall, a ZFX performer flying apparatus, an automated and multi-configurable revolve, a modular trap field, and an automated stage elevator.

Duties and responsibilities

- Ensures stage safety for all personnel, including safe rigging and flying procedures.
- Enforces safety policies, advises management on changes, and documents incidents.
- Assesses and reviews show-specific hazards with the team, and acts as Fire Warden in emergencies.
- Collaborates on set designs early on and works with other departments for planning and installation.
- Researches and suggests solutions with other departments and creatives.
- Coordinates with other departments to streamline production processes.
- Plans and oversees safe and efficient installation and strike of set components, working with management.
- Manages the safe operation of scenery, including flies, trucks, and automation.
- Contributes to rigging plans, house configurations, and other relevant documentation.
- Creates and maintains show paperwork, ensuring timely completion from the crew.
- Advises management on departmental needs and budget considerations.
- Ensures compliance with Theatre Calgary policies and the IATSE Collective Agreement, promoting a safe and inclusive work environment.
- Identifies and manages labor resources, adjusting schedules and budgets as needed.
- Responsible for equipment maintenance, scheduling, and repairs.
- Maintains inventories and records of maintenance and repairs.

- Coordinates with management on venue requests, such as events, rentals, and tours.
- Manages the loaning or rental of equipment from the stage carpentry department.

Experience and Qualifications

Required Qualifications:

- A collaborative, creative, and strategic thinking individual with experienced knowledge of theatre production and technical equipment.
- Self-directed, able to identify and undertake a task with limited direction or information.
- Robust experience with stage carpentry, flown scenery, and rigging.
- Strong communication, organizational and project management skills; ability to switch focus and juggle competing priorities and requests.
- Positive attitude and comfortable working in dynamic and collaborative environments, with a demonstrated ability to function under stress.
- Extensive knowledge in operation and maintenance of all stage equipment, including but not limited to: fly systems, rigging systems, chain motors and winches, and all other stage equipment owned by the facility.
- Working knowledge of scenic carpentry, construction, and repairs.
- Ability to safely lead and manage a crew of varying skillsets.

Preferred Qualifications:

- Knowledge of stage automation controls and hardware, and performer flying are an asset. Theatre Calgary utilizes an extensive Creative Conners automation rig for its annual production of *A Christmas Carol*, in addition to various other automation and performer flying systems.
- Familiarity with Creative Conners *Spikemark* automation control software.
- CAD software proficiency (particularly Vectorworks).
- First Aid certification.
- PAL firearms license.
- Pyrotechnician license.

Working Conditions

- Conditions may include working alone, in lifts at heights up to 30', on grid heights up to 70', lifting up to 50lb, frequent use of stairs, and working in low-light and loud environments.
- Occasional travel outside of the city may be required.

Employment Terms

As per the collective agreement, this role is a permanent seasonal position, with a guaranteed minimum 39 weeks of employment at 40 hours per week. The hourly wage starting June 1, 2026 is \$35.50. Other terms and conditions are outlined within the 2022-2026 collective agreement between Theatre Calgary and IATSE Local 212.

This role will require weekend and evening work, and weeks in excess of 40 hours at various times throughout the season. Employees are strongly encouraged and supported in finding appropriate times to balance their hours. The Head Stage Carpenter is supported by an assistant head of stage and other crew members, and the successful candidate will play a central role in refining the structure of the stage carpentry team.

About Theatre Calgary

Theatre Calgary's vision is to stand amongst the best theatres globally as a leader in innovative, impactful, and diverse programming. Our mission is to stimulate, provoke, and delight through ambitious programming created to ignite local, national, and international engagement in a sustainable manner.

Theatre Calgary reflects the communities, the country, and the world we live in with passionate community engagement and extraordinary productions. For more than 50 years, we have focused our energy on providing our community with the highest level of classic and contemporary plays and musicals, featuring the best artists from Calgary and across the country.

Theatre Calgary believes in a work environment free of discrimination and harassment. We are committed to reflecting the diversity of our community and we believe in equity and inclusion and strongly encourage submissions from all qualified individuals regardless of gender, age, race, sexual orientation, and physical ability.

In the spirit of reconciliation, Theatre Calgary acknowledges that we live, work and create on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, the Métis Nation (Districts 5 & 6), and all people who make their homes in the Treaty 7 region of Southern Alberta. They were the original occupants of this land and continue to be here to this day. Theatre Calgary is grateful to have the opportunity to present in this territory.

If you are excited to join our team and support our mission and values, we invite you to apply for this position with Theatre Calgary.

Suggested Start Date: Monday August 11th, 2025

A suitable start date will be discussed with the successful candidate, and flexibility to provide required notice and/or relocation will be accommodated.

Posting Closes: Sunday June 1st, 2025

Interested candidates are asked to send their cover letters and resumes, with "Head Stage Carpenter" in the subject line to:

Emma Brager, Production Manager

Theatre Calgary

ebrager@theatre Calgary.com