Technical Apprentice
EXPERIENCE | TRAINING | COLLABORATION

Ensemble Theatre Cincinnati (ETC) is an Equal Opportunity Employer and does not discriminate against employees or applicants for employment on the basis of an individual’s race, color, gender, religion, creed, sexual orientation, national origin, ancestry, age, disability, marital status, veteran status, or any other status protected by applicable law. ETC believes diverse ideas, backgrounds, cultures, and traditions enrich the quality of our programs and strengthen our organization and mission. We are committed to recruiting an inclusive community of artists and administrators who reflect our world; fostering diversity, equity, inclusion, and access in all aspects of our work; and actively striving to be an antiracist theatre. ETC encourages applications from qualified individuals with intersectional perspectives and life experiences, especially those underrepresented in the theatre field.

Job Title: Technical Apprentice
Ensemble’s Apprentice Company is valued for their essential role in the organization’s operations and mission. It is very important to us that applicants are well informed about our apprentice program, this position, and our theatre, so please do not hesitate to ask questions.

Dates: August 2024–July 2025
The Technical Apprentice will onboard with orientation in mid-August 2024, and the position concludes with the closing of the Professional Acting Apprentice Company’s show at the beginning of July 2025. A typical week is 5 days and 30-40 hours per week. Due to the dynamic hours of the theatre schedule, these hours may fall on evenings, weekends, and holidays.

Position Summary
The Technical Apprenticeship is an eleven-month, paid, entry-level position. The program is a great fit for the theatre maker who has had some hands-on experience or some formal training. If currently enrolled in higher-ed classes, ETC may retrofit a schedule that is beneficial to both the apprentice and ETC and provide class credit fulfillment. The Technical Apprenticeship is designed to support an early career professional in the development of necessary skills and experience to further their career in theatre. Under the training, mentorship, and supervision of the Technical Director and Assistant Technical Director, the Technical Apprentice assists in the construction and installation of all scenic elements of ETC’s six-show season.

Vaccination Policy
Ensemble Theatre Cincinnati requires employees to be fully vaccinated against COVID-19. Documentation of vaccination status must be provided if an offer of employment is made. Employees are also required to maintain full vaccination status against COVID-19 and its variants with routine immunization and/or booster shots as stipulated by current and future CDC and Actors’ Equity Association guidelines.

Essential Functions
- Complete training sessions as requested, such as, but not limited to orientation, safety, cleaning, and shop maintenance
- Follow all safety procedures
- Assist with construction, installation, and maintenance of all scenic elements
- Attend technical rehearsals as needed
- Assist with all scenic strikes
- Support Assistant Technical Director in maintaining all equipment
- Contribute to the organization of the scene shop
- Maintain a clean and safe work environment
- Assist other departments in basic labor tasks
- Participate in the season-end apprentice production
- Attend evaluations of performance and conduct as requested
- Fulfill or substitute a running crew position as needed and determined by the Technical Director
- Acquire working knowledge of the productions by reading the scripts of the shows that are produced
• Respond quickly to and communicate efficiently with ETC colleagues

Required Skills and Experience
• Must have applicable hands-on experience or formal training in the technical theatre arts or currently pursuing an education in technical theatre
• Possess basic knowledge of theatrical construction techniques
• Demonstrate a desire to learn and improve all construction skills
• Display strong interpersonal skills and maintain a positive attitude under pressure

Work Environment and Physical Demands
• Ability to lift, carry, push, and pull 30 to 50 pounds
• Ability to climb stairs multiple times a day
• Ability to sit and stand for extended periods of time
• Ability to work in low light/dark settings
• Ability to work on ladders and in hard-to-reach places
• Occasional stooping, kneeling, and crouching
• Digital dexterity and hand-eye coordination

In addition to the duties listed above, ETC expects the following of each employee: adheres to ETC policies and procedures; works in a safe manner; performs duties as workload necessitates; maintains a positive and respectful attitude; communicates regularly with supervisor about department issues; demonstrates efficient time management and prioritizes workload; demonstrates regular and consistent attendance and punctuality; meets department productivity standards; participates in ETC events as needed or required; and completes other duties as assigned.

Compensation
A reasonable schedule and fair pay is important to us. The apprentice receives an above-minimum, livable hourly wage or weekly rate for hours worked as much as or above the current livable wage rate for the area. Further details will be discussed in the interview process.

Application window is open December 15, 2023– March 15, 2024.
To apply, visit https://ensemblecincinnati.org/about/apprentice-program/ to submit the online application and upload your cover letter and résumé, and list your two references. Following receipt of your application, we may contact you for an in-person or Zoom interview. No phone calls, please, but applicants may email any questions to apprentice@ensemblecincinnati.org.