



JOB TITLE: Technical Director

Reports to: Artistic Director

Salary Range: \$50,000 – 60,000

Employment Status: Full-Time

FLSA Status: Exempt

Benefits: Comprehensive benefits package including employer-paid health insurance; dental and vision coverage available with employee contribution; 2 weeks of paid time off; 5 paid sick days; and 12 paid holidays. SCCT offices are also closed from December 24 through January 1, with full pay provided during this period.

Organization overview:

South Carolina Children's Theatre (SCCT) is a growing non-profit organization with an annual budget of \$1,790,000 located in Greenville, SC. For more almost 40 years, SCCT serves over 40,000 young people and their families annually with its mission: to empower and inspire a new generation of changemakers through theatre. Programs include performances and special events, theatre classes, on-site residencies, school tours, and outreach programs for under-estimated communities. It is an exciting time to join SCCT as the organization recently completed a \$14.45M capital campaign to build its own theatre complex in downtown Greenville in 2020, allowing programs and administrative staff to grow significantly.

SCCT envisions a community where all children experience the transformational power of the arts to foster creativity, encourage empathy, and inspire confidence. SCCT is committed to equity, diversity, inclusion, and justice both in the organization and community. SCCT is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, religion, national or ethnic origin, sex, gender, sexual orientation, age, disability, or veteran status.

Position overview:

South Carolina Children's Theatre (SCCT) is seeking a collaborative Technical Director to support the safe and successful execution of all scenic and technical elements across our high-quality productions.

This role is responsible for the planning, construction, installation, maintenance, and strike of scenic elements, ensuring all work is completed with a strong focus on safety, craftsmanship, and efficiency. The Technical Director works closely with the Artistic Director, designers, and production staff to bring each production to life in a way that supports the creative vision while maintaining a safe and well-organized production environment.

This is an active, in-the-work role that blends leadership with doing—building alongside the team, problem-solving in real time, and supporting smooth production processes from start to finish. Strong collaboration, clear communication, and a steady presence in fast-moving



creative environments are key to success in this position. This position is supported by a strong and collaborative production team, including a part-time carpenter, a contracted Assistant Technical Director, overhire carpenters, and a dedicated group of volunteer carpenters who contribute throughout the season.

At SCCT, we value a positive, team-centered approach to theatre-making where safety, care, and creativity all work together.

Key Responsibilities:

Production and Technical Execution

- Oversee the planning, construction, installation, backstage organization, and strike of all scenery and fly elements for SCCT productions.
- Translate design concepts into clear, buildable plans and create or supervise the production of working drawings.
- Develop and manage production schedules and timelines, coordinating staff and volunteers to support timely completion of work.
- Collaborate with directors and designers to realize artistic goals within budget, schedule, and available resources, offering practical solutions and adaptations as needed.
- Lead and actively participate in builds, load-ins, technical rehearsals, and strikes, ensuring all productions are executed safely, efficiently, and effectively.
- Ensure all scenic and technical elements are properly constructed, functional, and fully supported with appropriate crew and preparation.
- Maintain clear, consistent communication across artistic and production teams throughout the production process.
- Keep accurate, up-to-date production schedules and documentation accessible to all relevant staff.
- Engage, supervise, and support over-hire staff, production crews, and volunteers as needed to ensure a positive and productive working environment.

Other Duties

- Maintain safe, clean, and well-organized theatre spaces, scene shop, and storage areas
- Uphold safe working practices in accordance with industry standards, including OSHA and ANSI guidelines
- Maintain tools, equipment, and materials in safe and functional working condition
- Conduct regular inspections of facilities and equipment, coordinating minor repairs and preventative maintenance as needed
- Support planning for long-term capital improvements and technical system upgrades



- Support educational programming, including occasional instruction or student engagement, in collaboration with the Education Director
- Provide technical support as needed for facility rentals and events
- Collaborate with the Artistic Director and Production Stage Manager to support overall production planning and execution
- Perform other related duties as assigned in support of SCCT's mission

Qualifications:

- Bachelor's and/or Master's degree in Technical Theatre or a related field, or equivalent professional experience in technical production
- 3+ years of experience in technical direction or a comparable production leadership role
- Strong experience in scenic construction, stage engineering, and modern rigging practices (manual and automated systems)
- Proficiency in reading, creating, or working from technical drawings; experience with Vectorworks, AutoCAD, or similar software preferred
- Proven ability to manage multiple projects, timelines, and priorities in a dynamic production environment
- Strong organizational, communication, and problem-solving skills, with the ability to remain calm and effective under pressure
- Ability to communicate clearly and effectively both verbally and in writing across artistic and production teams
- Demonstrated ability to work both independently and collaboratively as part of a team
- Commitment to supporting and accurately realizing the artistic vision of guest designers and directors
- Working knowledge of theatrical production systems; familiarity with digital audio consoles and ETC lighting systems a plus
- Ability to safely operate and maintain production equipment and tools
- Valid driver's license with the ability to operate a box truck and cargo van
- Ability to pass a background check
- Strong commitment to workplace safety and maintaining a safe, organized production environment

Benefits:

South Carolina Children's Theatre (SCCT) offers health insurance to all full-time employees at no cost to the employee. In addition, the following benefits are also available:

- Two weeks of paid time off (increases with tenure); 5 paid sick days; 12 paid holidays; additionally, SCCT offices are closed from December 24 – January 1 with full compensation still given to employees
- Dental and Vision Insurance



- Complimentary tickets for each production per season
- Free and/or Discounted Tuition on Education classes and Summer Camps for immediate family
- Free parking in downtown Greenville

Physical Demands and Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

While performing the duties of this position, the employee is regularly required to talk and hear. The employee is regularly required to use hands or fingers, handle, or feel objects, tools, or controls. The employee is required to stand, walk, sit, reach with hands and arms; climb or balance, and stoop, kneel, crouch, or crawl. The employee may have exposure to moderate noise, crowds at functions or events, and at times variances in weather. The employee may have to lift and/or move up to 50 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus

Apply:

To apply, please submit a cover letter, resume, and 3 references to jobs@scchildrenstheatre.org with the words "Technical Director" in the subject line.