



**SAINT  
IGNATIUS**

*Cleveland • Jesuit • 1886*

## **Position Profile: Technical Director Breen Center for the Performing Arts**

### **About the Position:**

Saint Ignatius High School, a highly successful Jesuit college preparatory school for boys in Cleveland, Ohio, is seeking an experienced Technical Director for our performing arts facility. The Technical Director reports to the Breen Center Operations Manager and supports the mission of Saint Ignatius High School by serving as the primary technical resource for all campus and non-campus clients of The Breen Center for the Performing Arts located on the school campus. This position has the daily responsibility for the technical operations of the Breen Center, including lighting, sound, projection, fly system, soft goods, set design and construction, and regular/required maintenance of the systems and components. The Technical Director also serves as a mentor to aspiring student theater technicians and works in conjunction with the Fine Arts department staff for continued improvement of the student-centered performing arts programs. The ideal candidate will bring experience in the theatrical arts with the ability to work with a great deal of independence and independent judgment in performing a wide variety of duties and enjoy working with high school students. This is a full-time, 12 month position, working throughout the calendar year.

As a Catholic School in the Jesuit tradition, Saint Ignatius has been educating “Men for Others” for 130 years. The school is known locally, as well as nationally, as a leader in educational excellence. At graduation, students will be open to growth, intellectually competent, religious, loving, and committed to peace and justice.

### **Primary Areas of Responsibility:**

- With the Operations Manager of The Breen Center, coordinate and plan technical aspects of all events held in the Breen Center, for both Saint Ignatius High School organizations and external clients who rent the facility.
- Manage safety, maintenance, organization, and cleanliness of all theatrical systems and spaces, including – but not limited to - rigging, lighting, sound, audio-visual, stage and scene shop.
- Assist the Operations Manager in the prudent management of budgets and expenditures.
- Recruit and evaluate for hire potential technical theater staff as needed.
- Manage various administrative responsibilities as assigned by the Breen Center Operations Manager.

- Manage the Saint Ignatius High School technical theater mentorship program as a path to educating interested students in the art of technical theater.

## **REQUIRED QUALIFICATIONS**

### **Education, Training and/or Experience**

- Bachelors degree or equivalent theatrical experience; Master degree preferred
- Significant work experience in most of the following theatrical areas: lighting, sound, automated rigging, carpentry, welding, digital media with a strong specialty in at least one of the above areas.
- Excellent communication skills with the ability to balance use of theatrical language to theater professionals with non-professionals and students who use the facility and are learning the art of theater.
- 2-3 years previous experience managing technical theater staff including volunteers and students.
- Experience working with high school students is a plus.

### **Knowledge, Skills, Abilities and Personal Characteristics**

- Ability to work flexible hours including evenings and weekends.
- Understanding of unique Jesuit identity and school mission.
- Willingness to engage in personal educational and faith development.
- Exceptional interpersonal, communication, listening and presentation skills.
- Demonstrated analytical and problem solving abilities.
- Ability to manage employees of varied skill sets and job descriptions.
- Strong customer service orientation.
- Flexibility and willingness to embrace growth and change.
- Organizational and staff planning skills.
- Ability to organize work, engage in a variety of tasks and consistently meet deadlines.
- High degree of initiative and independent judgment.
- High level of energy and a consistently positive attitude.
- Ability to set specialized budgets and meet goals for income and budgets.

The position offers a unique opportunity to the candidate who is willing to contribute significantly to sustaining a school where:

- The Catholic Faith is highly valued.
- People are believed in, honored and cared for.
- The natural talents and creative abilities of persons are recognized and celebrated.

- Individual contributions and accomplishments are appreciated.
- Everyone is treated fairly and justly.
- Sacrifice on behalf of the economically poor, the socially deprived, and the educationally disadvantaged is commonplace.
- Each person finds the challenge, encouragement and support needed to reach his fullest individual potential for excellence.
- We help one another and work together with enthusiasm and generosity, attempting to model concretely in word and action the ideals we uphold for our students and ourselves.

### **About Saint Ignatius High School:**

Saint Ignatius High School, which opened its doors September 6, 1886, is a Jesuit college-preparatory school. The school enrolls more than 1,500 young men who hail from 96 cities in a nine-county region.

Academically, Saint Ignatius is a regional and state leader in National Merit finalists. To challenge students and prepare them for college, the Saint Ignatius curriculum offers 17 Advanced Placement (AP) and 21 honors subjects. In September 2009, the school was designated a Blue Ribbon school by the U.S. Department of Education.

A Saint Ignatius education prepares students to become competent, concerned and socially responsible members of their communities. With a motto of Men for Others, there is a prime concern for the development of Christian values among all students. Part of the Saint Ignatius student experience includes the promotion of faith in the service of justice.

Located in close proximity to downtown Cleveland in the vibrant and energetic Ohio City neighborhood, the school occupies 23 acres and includes 19 buildings and three athletic fields. The school has 120 faculty members, 90 percent of whom hold advanced degrees. Fifty-seven percent have spent 10 years or more teaching at Saint Ignatius.

### **Applicants with Disabilities**

As an equal opportunity employer, Saint Ignatius High School is committed to a diverse workforce. In order to ensure reasonable accommodation for individuals protected by

Title I of the Americans with Disabilities Act of 1990 (as amended), applicants that require accommodation in the job application process may contact the Human Resources Office at at 216-651-0222 for assistance.

**Submit electronically a letter of interest and resume to:** [SIHSPosting50@ignatius.edu](mailto:SIHSPosting50@ignatius.edu)

**Deadline:** Friday, November 29, 2019

Candidates are encouraged to visit the Saint Ignatius website: [www.ignatius.edu](http://www.ignatius.edu)