

**Scene Shop Supervisor  
School of Performing Arts  
South Dakota State University**

The South Dakota State University School of Performing Arts seeks candidates with outstanding organizational and leadership skills to manage and supervise the Theatre Scene Shop. This is a 12 month, full-time, benefit eligible position. This position reports to the Director of the School of Performing Arts.

SDSU is especially interested in candidates that address the experiences of underrepresented minorities in organizations. Women, minorities, veterans, and people with disabilities are especially encouraged to apply.

**RESPONSIBILITIES:**

The Scene Shop Supervisor will provide a comprehensive experiential learning environment for theatre students in all aspects of scenic construction, shop safety, load-ins, and strikes. This position will be responsible for day-to-day operations of the scene shop, including maintenance, ordering of materials and supplies, inventory and personnel management, and maintaining an overall safe and positive work environment. This position will work with the Theatre Faculty and the Performing Arts Center Operations Manager to ensure safe and appropriate usage of theatrical performance spaces.

The successful candidate will possess a general knowledge of industry standard practices and materials in scenic construction and scenic engineering techniques, as well the ability to guide and mentor all levels of students. The Scene Shop Supervisor will be an integral part of the theatre staff and may be involved in decision making about season selection and other matters. This position will be expected to remain competent in current practices by maintaining professional licensures and contacts.

**MINIMUM QUALIFICATIONS:**

- Bachelor's degree in Theatre with an emphasis in Technical Theatre by start date.
- At least one year practical work experience in the technical preparation and construction of scenery and stage units.
- Previous professional supervisory experience.
- Experience organizing, managing, and prioritizing workload.
- Mechanical skills in the use of hand and power tools, and gas and electric welders.
- The ability to read and understand floor plans and use standard theatrical drafting software.
- Strong oral and written communications skills.
- The ability to collaborate on securing materials for scenery construction and work with an established budget.
- The ability to lift and carry materials weighing between 50 - 100 pounds on a daily basis.
- The ability to work evenings and/or weekends, particularly prior to openings of theatre production presentations.

**PREFERRED QUALIFICATIONS:**

- Advanced degree in Theatre.
- At least three years (may include work with summer theatre companies) practical work experience in the technical preparation and construction of theatre scenery and stage units.
- Previous supervisory experience in a higher education setting and/or previous professional experience mentoring students.
- Experience working within OSHA health and safety standards.
- Experience with other theatrical technology areas such as Electrics, Audio/Video, Costumes, Props, Hair/Makeup, and/or Box Office operations.

**SALARY:**

Commensurate with qualifications.

**BENEFITS:**

South Dakota State University offers a wide range of benefits including medical, dental, and flexible benefits, retirement plans, compensation packages, paid holidays, and vacation leave. Employees also have access to internal and state-sponsored training as well as reduced tuition for state-supported courses at all State of South Dakota academic institutions.

**UNIVERSITY/COMMUNITY:**

The School of Performing Arts at South Dakota State was formed in 2017 and combines programs in Music, Theatre and Dance. The School is housed in the new state-of-the-art Oscar Larson Performing Arts Center that opened in 2019. The Center boasts over 150,000 square feet of space dedicated to the performing arts including a 225-seat recital hall, a 1,000-seat concert hall, a black box theater, an 850-seat proscenium theatre and a dedicated dance facility. For more information, visit [www.sdstate.edu/school-performing-arts/school-performing-arts](http://www.sdstate.edu/school-performing-arts/school-performing-arts).

South Dakota State University is the state's largest, most comprehensive higher education institution. According to Forbes, SDSU is the #2 best employer in SD. As South Dakota's Morrill Act land-grant university, SDSU had a fall 2018 enrollment of 12,107 students. There are ongoing efforts to bring a greater global perspective to the campus to increase diversity. The work of the university is carried out on a resident campus in Brookings, at sites in Sioux Falls, Pierre, Rapid City, and through Extension offices and Agricultural Experiment Station research sites across the state.

From its roots as a land grant university established in Brookings, South Dakota in 1881, SDSU today is a vibrant, complex Carnegie Research University – High Intensity institution. It competes in Division I Athletics, is a member of the Missouri Valley Football Conference and participates in the Summit League for most other sports.

With exceptional alumni, community, and Foundation support for student scholarships as well as all aspects of campus life, SDSU is the center of life in Brookings. Brookings, a community of approximately 23,000, is located in eastern South Dakota along Interstate 29, just one hour north of the state's largest city – Sioux Falls. Brookings is a safe,

family-friendly, vibrant, thriving community with many amenities you would find in a much larger city but with a small-town feel. Residents enjoy the tree-lined streets, leisurely pace of living, a short commute time and a variety of career opportunities in a growing job market. Division I South Dakota State University creates a youthful and energetic atmosphere and provides residents with a multitude of athletic, cultural, educational and recreational activities.

The top-ranked Brookings School District offers small classroom sizes and highly qualified, experienced teachers. The city boasts an abundance of attractions and activities such as the Children's Museum of S.D., Dakota Nature Park, S.D. Art Museum, McCrory Gardens, S.D. Ag Heritage Museum, Outdoor Adventure Center of S.D., Downtown at Sundown, and the Brookings Summer Arts Festival. Brookings is consistently ranked as a top place to live. Recent accolades include: #1 Best Place to Live in S.D., #25 Best City for Entrepreneurs, #2 Best School District in S.D., Top 10 Best Small Towns in America, Safest College Town in America, and the Top 25 Safest Cities in America. Learn more about Brookings by visiting <https://www.youtube.com/watch?v=IT8OnH5eIgQ&feature=youtu.be>.

**APPLICATION DEADLINE:**

Position is open until filled with full consideration given to applications received by August 19, 2019.

**APPLICATION PROCESS:**

SDSU accepts applications through an on-line employment site. To apply, visit: <https://yourfuture.sdbor.edu>, search by the position title, view the job announcement, and click on "apply for this job." The system will guide you through the electronic application form. The employment site will also require the attachment of a cover letter, which should specifically address how the candidate meets the qualifications as outlined in the advertisement; resume; and a reference page with the contact information for three professional references. Email applications will not be accepted. Please contact SDSU Human Resources at (605) 688-4128 if you require assistance with this process.

Any offer of employment is contingent on the university's verification of credentials and other information required by law and/or university policies, including but not limited to, a criminal background check.

For questions on the position, contact Jim Wood, Search Committee Chair, at (605) 688-5188 or [William.Wood@sdstate.edu](mailto:William.Wood@sdstate.edu).

South Dakota State University is committed to affirmative action, equal opportunity and the diversity of its faculty, staff and students. Women, minorities, veterans, and people with disabilities are encouraged to apply. Arrangements for accommodations required by disabilities can be made by emailing [HR@sdstate.edu](mailto:HR@sdstate.edu). SDSU prohibits discrimination on the basis of race, color, creed, religion, national origin, citizenship, ancestry, gender, marital status, pregnancy, sexual orientation, age, disability, veteran's status or any other protected class in the offering of all educational programs and employment opportunities. Individuals with concerns regarding discrimination should contact: Equal Opportunity Officer/Title IX Coordinator, Human Resources, Administration 100, SDSU, Brookings, SD 57007. Phone: (605) 688-4128.