

POSITION: Lead Carpenter
POSTING DATE: October 2024
STATUS: Full-time
REPORTS TO: Technical Director
POSITION AVAILABLE: Immediately



ABOUT ROUND HOUSE THEATRE

Round House is a theatre for everyone. We enrich our community through bold, outstanding theatrical and educational experiences that inspire empathy and demand conversation. We work toward equity, diversity, and inclusion across all aspects of our organization; we highlight voices that have been historically misrepresented and under-resourced by the theatre field; and we ensure that our work is accessible to patrons of all ages, cultural backgrounds, economic groups, and physical ability. Our [organizational values](#) include a [commitment to be an anti-racist](#), anti-sexist organization. We actively encourage people from a variety of backgrounds with different experiences, skills, and stories to join us and develop our working practice.

Round House Theatre is one of the largest professional theatres in the Washington, DC area. A nonprofit professional LORT theatre with an annual budget of more than \$8 million located in suburban Washington, DC (Bethesda and Silver Spring, MD), Round House produces a six-show season of new plays, modern classics, and musicals for more than 50,000 patrons each year at its newly renovated 350-seat theatre in Bethesda in addition to providing educational programs for more than 5,000 students of all ages at its six-classroom Education Center in Silver Spring, in schools throughout Montgomery County, and at the Bethesda theatre.

JOB DESCRIPTION

The Lead Carpenter will assist with the build, load-in, and strike of all scenic aspects of Round House Theatre productions and other programming. This position involves working from build drawings, supervising part-time carpenters, apprentices, interns, and volunteers, and to ensure the work aligns with the mission of the theatre. Additionally, the Lead Carpenter will help to maintain the highest levels of safety and cleanliness of the shop and storage spaces at both the Scene Shop and Theatre locations. This position is based primarily out of our scene shop in but will be required to work from our theatre in Bethesda as well as occasionally at the admin offices in Silver Springs. Position will include weekend and evening hours for productions, opening nights, and other theatre-related events.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist with the planning, evaluation, and implementation (including load-in and strikes) of all scenic aspects of RHT produced, performance-related programming, so that the artistic product is of the highest level possible while still being produced in a cost-effective and safe manner.
- Implement working build drawings for all Round House productions, ensuring that the work product serves the mission of the theatre in an effective and productive fashion.
- Supervise part-time carpenters, apprentices, interns, and volunteers as needed, to complete work for all Round House productions, ensuring that their work product serves the mission of the theatre in an effective and productive fashion.

- Assist with the planning, evaluation and implementation of technical aspects (including sets, props, and special effects) of additional Round House production programming, including Education and Outreach productions, as assigned by the Technical Director, so that the artistic product is of the highest level possible while still being produced in a cost-effective manner.
- Assist with the safety and cleanliness of the tech shop, prop storage, and tech room storage areas at the Scene Shop and Theatre locations, as well as the associated systems and vehicles, to provide a safe and organized environment for completion of technical work. May include assisting the Technical Director in resolving general facilities maintenance issues to maintain the safety and cleanliness of work areas.

QUALIFICATIONS AND CAPABILITIES

Where the qualifications are described in terms of formal education or direct work experience, Round House welcomes the substitution of relevant prior experience.

- Multiple years' experience in a professional theatrical scene shop, commercial scene shop, professional construction industry, or another related field.
- Demonstrated scenic construction skills in wood, metal, and other materials
 - Demonstrated proficiency in MIG welding required
- Working knowledge of technical theatre, including stage management, carpentry, sound, properties, lighting, scenic art, etc.
- Ability and willingness to supervise crew.
- Demonstrated attention to detail.
- Demonstrated ability to take and follow directions.
- Demonstrated ability to meet deadlines.
- Ability to interpret working build drawings and work from verbal instructions.
- Ability to lift, push, or maneuver up to 50-75 pounds repeatedly.
- Ability to climb ladders and work in high places.
- Driver's license required, own car preferred.
- Must be physically qualified to drive a commercial motor vehicle (24' box truck) as per the [Maryland DOT](#). If hired, RHT will cover costs associated with this exam.
- Availability to work nights, weekends, and holidays as required by the production schedule.

BENEFITS

- Salary: \$43k - \$46k (plus OT after 40 hours)
- Health insurance – Choice of fully-funded HMO or optional PPO
- Dental, Life and Long-Term Disability Insurance
- Generous paid time off, including annual, personal, and sick leave

HOW TO APPLY

Submit a cover letter and resume to jobs@roundhousetheatre.org. Round House Theatre is an Equal Opportunity Employer. Candidates from diverse backgrounds are strongly encouraged to apply. For more information about Round House Theatre, please visit RoundHouseTheatre.org. No phone calls please.