



Flat Rock Playhouse, the State Theatre of North Carolina, enriches lives through the art of theatre by nurturing talent, inspiring creativity, and encouraging growth.

Founded in 1952 as the Vagabond School of the Drama by the Vagabond Players, this mission builds on the Vagabond legacy of excellence in production, education, life-long learning, and a unique family bond that extends to its community of patrons, supporters, and partners – the Vagabond family spirit.

Flat Rock Playhouse is a 501(c) (3) non-profit charitable organization.

### JOB DESCRIPTION

**Job Title:** Head Carpenter  
**Salary & Benefits:** \$15.50-16.50 an hour (plus overtime after 40 hours)  
Eligible for Insurance Benefits after 90 days  
Housing provided as availability permits  
**Department:** Scenery  
**Reports to (Position):** Technical Director, ATD

**Dates of Employment:** April 1 – Dec 1, 2024

**SUMMARY:** The Head Carpenters job is to build the scenery for each production. This includes but not limited to: all carpentry, welding, rigging, load-in and strikes for each production during the season. The Head Carpenter must work with and communicate closely to the Technical Director and Assistant Technical Director.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Construct scenery in the Scene Shop under the guidance of the Technical Director and the Assistant Technical Director. Participate in shop clean up and organization projects as assigned.
- Assist in maintenance and repairs to tools and scene shop.
- Insure that all shop tools are returned at the end of each work day
- In conjunction with the production staff, instruct and ensure compliance with, all known health and safety guidelines associated with the use of theatrical materials and equipment
- Read and interpret shop drawings
- Employ the following materials: dimensional and engineered lumber, sheet materials, structural steel and pipe, aluminum stock and extrusions, scenic fabric, millwork, miscellaneous fasteners, theatrical hardware, rigging hardware, and plastics
- Employ the following tools and equipment: measuring and layout tools, portable and stationary woodworking tools, metalworking tools, welding equipment, rigging tools, machining tools, and cabinetry tools
- Participate in the installation of scenery and strike and disposal of scenery as assigned by FRP TD
- Participate in all load-ins and strikes
- Commitment to the training and professional development of entry level theatre artists.
- Complete required parking shifts during show runs along with other staff as assigned by production management
- Perform other related duties as assigned by Technical Director

### **EDUCATION AND EXPERIENCE REQUIRED:**

- Bachelor's Degree in theatre/related field or commensurate experience.
- 2-3 years experience working in scenery for theatre preferred.
- Required: High school diploma or equivalent.

### **SKILLS AND KNOWLEDGE REQUIRED:**

- Good carpentry skills
- MIG and stick welding preferred
- Theatrical Rigging



### Head Carpenter Job Description (cont.)

- Interpret and understand construction and designer drawings
- A positive attitude
- Good communication skills
- The ability to finish a project thoroughly – with attention to detail
- Valid driver's license

Flat Rock Playhouse is making every effort for the health and safety of the acting company, volunteers, staff, and patrons during the COVID-19 pandemic. Along with following any Federal, State, and Local mandates, Flat Rock Playhouse will be operating under the Actors Equity Association fully vaccinated guidelines.

Flat Rock Playhouse strives to create a diverse and inclusive environment. All candidates will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, disability or age. Candidates should demonstrate empathy, flexibility, and a strong commitment to building diverse teams. BIPOC and LGBTQIA+ individuals are encouraged to apply.

*Revised 11/20/23*