Permanent Stage Crew Member (Audio)

Colorado Symphony Association (CSA) | Job Description

Title: Permanent Stage Crew Member (Audio)
Department: Production
Reports To: Stage Manager
Classification: Contract Position (Covered under Collective Bargaining Agreement)
Location: Onsite

Position Profile

The Permanent Stage Crew Member (Audio) serves as a key member of the Production Department, supporting the successful execution of Colorado Symphony rehearsals, performances, educational programs, special events, tours, and facility rentals. This position is part of the bargaining unit and is governed by the applicable Collective Bargaining Agreement (CBA).

As the fifth member of the Permanent Stage Crew, this position provides relief coverage for scheduled and unscheduled absences of other Permanent Stage Crew members and supports productions requiring staffing beyond the Standard Operating Crew. The position is responsible for managing archival recordings of orchestra services and providing audio production support for Colorado Symphony concerts and events, ensuring the successful planning, installation, operation, and execution of all audio-related production needs.

Essential Duties and Responsibilities

Stage Operations and Crew Support

- Provide relief coverage for Permanent Stage Crew members during vacations, personal leave, sick leave, professional development leave, and other approved absences.
- Support orchestra services, rehearsals, performances, educational programs, donor events, and other assigned engagements.
- Serve as part of the expanded production crew for concerts and productions requiring staffing beyond the Standard Operating Crew.
- Assist with stage setup, changeovers, stage shifts, equipment transportation, and venue preparations.
- Execute orchestral stage plots accurately, including chair and music stand placement according to roster assignments and production requirements.
- Coordinate instrument stand assignments and accommodate special staging and setup requirements for conductors, musicians, guest artists, and production personnel.
- Demonstrate knowledge of proper instrument handling procedures, including the packing, unpacking, transportation, and protection of instrument cases and related equipment.
- Assist with rehearsal and concert stage shifts, ensuring timely and efficient transitions during services and performances.
- Assist with offsite concert load-ins and load-outs, with particular attention to the proper care, transportation, storage, and security of instruments and production equipment.
- Maintain safe and efficient backstage operations while adhering to established production standards and safety practices.

Audio Production and Technical Support

- Support all audio installations, operations, and technical needs for Colorado Symphony concerts, rehearsals, recordings, and special events.

- Collaborate with the Production Department to identify, plan, and implement audio requirements for future performances and events.
- Coordinate and manage audio load-ins, setups, testing, operation, and strikes.
- Operate and maintain professional audio systems, microphones, recording systems, playback equipment, and related production technology.
- Troubleshoot and resolve audio issues in live performance environments.
- Maintain audio equipment inventories and ensure all systems are performance-ready.

Recording and Archival Management

- Manage archival recordings of orchestra rehearsals, performances, and other designated services.
- Maintain recording workflows, digital file management, storage, and archival procedures.
- Ensure proper documentation and organization of audio assets and recording records.
- Coordinate recording requests and archival access as required.

Team Collaboration and Event Support

- Work collaboratively with production staff, guest artists, conductors, musicians, venue personnel, and external vendors to ensure successful event execution.
- Participate in production planning meetings and technical coordination discussions.
- Assist with additional production and technical assignments as directed by the Stage Manager.

Collective Bargaining Agreement Compliance

- Perform all assigned duties in accordance with the provisions of the Collective Bargaining Agreement, Production Department procedures, and applicable safety standards.
- Support staffing and work assignments in accordance with CBA provisions governing scheduling, relief coverage, and crew assignments.

Qualifications and Capabilities

Required

- Experience in live event production, performing arts production, concert production, theatrical production, or a related field.
- Working knowledge of professional audio systems, recording equipment, and live sound operations.
- Demonstrated ability to troubleshoot technical issues under time-sensitive conditions.
- Knowledge of orchestral stage plots, musician seating arrangements, chair and stand assignments, and concert production practices.
- Knowledge of proper orchestra instrument handling, transportation, storage, and care procedures.
- Strong organizational, communication, and problem-solving skills.
- Ability to work effectively as part of a collaborative production team.
- Ability to work evenings, weekends, holidays, and irregular hours based on production schedules.
- Ability to safely lift, carry, move, and set up production equipment and instruments.

Preferred

- Experience working with a professional orchestra, performing arts organization, concert venue, or live entertainment production company.
- Experience with digital audio consoles, multi-track recording systems, audio networking platforms, and archival recording workflows.
- Knowledge of stagecraft, backstage operations, and concert production practices.
- Experience with audio archiving and digital asset management systems.

Physical Capabilities

- Ability to regularly stand, walk, bend, climb stairs, push, pull, and work in active backstage and production environments.

- Ability to safely lift, carry, move, and transport production equipment, cases, instruments, and related materials.
- Ability to work extended hours, including evenings, weekends, holidays, split shifts, and offsite events.
- Ability to work in varying production environments, including concert halls, rehearsal spaces, loading docks, and performance venues.
- Ability to work safely around performance-level sound volumes, stage lighting, and changing production conditions.

Compensation and Benefits

- Salary range **$43.58 per hour.**
    - Compensation, overtime, scheduling, seniority, leave provisions, work assignments, and other terms and conditions of employment are governed by the applicable Collective Bargaining Agreement between the Colorado Symphony Association and the bargaining unit representing Stage Crew employees.
- The Colorado Symphony Association offers a comprehensive benefits package in accordance with applicable policies, benefit plans, and Collective Bargaining Agreement provisions.

How to Apply

Submit a cover letter and resume to Shannon Gonzalez, sgonzalez@coloradosymphony.org. Please put **Permanent Stage Crew Member (Audio)**

in the subject line of your e-mail. No phone calls please.

The Colorado Symphony Association an Equal Opportunity Employer.