HUMBOLDT STATE UNIVERSITY

Electrics Technician (Pool)

First Review: Monday, April 29, 2019

(Job #19-28) Instructional Support Assistant II, Electrics Technician (Pool), $15.89-27.92/hour. Appointments are typically made at the beginning of the salary range. This is an intermittent hourly, non-benefited, non-exempt, temporary position in the Department of Theatre, Film and Dance. The intent is to renew this position each year based on performance, departmental need, and available funding.

Position Summary: Under lead oversight of the Equipment Technician, incumbents will assist the day-to-day operation of the Theatre Film and Dance Electrics Shop and provide instructional support assistance to the Department's design faculty.

Duties: The incumbents will assist the Equipment Technician with maintaining a safe, respectful, and high-production value Electrics Shop environment; will assist with training and help students apply classroom training in the Electrics Shops; Assist students working on electrics for credit hours. Train and assist undergraduate students employed by the electrics shop. Train and assist student production lighting designers as needed.

Under the oversight of the Equipment Technician, incumbents organize, plan, maintain, and facilitate the day-to-day activities of the electrics shop: oversee lighting hangs and focuses as needed, including the operation of special effects equipment and control systems; make adjustment and simple repairs; organize and maintain the lighting equipment inventory; and fulfill technical rehearsal lighting notes in a timely fashion.

As needed, incumbents attend production meetings and collaborate with production directors and lighting designers to determine lighting needs, techniques and schedules. This position also assists with production sound equipment, scenic projection, and other stage technology set up, use, and strike.

Incumbents perform or oversee other duties for the benefit of the program as assigned by the Equipment Technician, and when needed, support the Equipment Technician and/or the Technical Director.

Minimum Qualifications: Equivalent to one year of experience performing electrics shop support services for an instructional program and involving such activities as preparing, producing, dispensing or storing materials, supplies, and equipment – OR – Equivalent to one year of experience in ordering, purchasing, accounting or in office work related to technical materials, supplies, or equipment or in an office which provided similar services to a technical function or unit may be substituted for six months of the experience – OR – Equivalent to two years of college with 16 semester units in courses involving extensive use of an electrics shop materials, supplies, or equipment.

Required Knowledge, Skills, and Abilities:

- Basic knowledge of electrical theory
- Ability to operate state-of-the-art lighting control equipment
- Ability to maintain an inventory of expendable supplies
- Comprehensive knowledge of practical applications of color theory, optics and photometrics
- Ability to read and understand lighting plots and related paperwork
- Working knowledge of lighting software programs
- Working knowledge of scenic projection and sound equipment for use on stage
- Ability to establish and maintain effective working relationships with students, staff, and faculty from diverse backgrounds

Preferred Qualification: Bachelor of Arts from an accredited university.

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Application Procedure: To apply, qualified candidates must electronically submit the following materials via Interfolio (link below):

- Letter of Interest
- Resume or Curriculum Vitae
- Contact information for at least three professional references
- HSU Employment History Form (HSU Employment History Form: https://forms.humboldt.edu/employment-history-form)

CLICK HERE TO APPLY NOW: http://apply.interfolio.com/62357

(NOTE: Download the HSU Employment History Form and save it as a PDF file prior to filling it out. If the form is filled out on line (accessed via a web browser), content WILL NOT be saved).

Application Deadline: This first review of applications will be on Monday, April 29, 2019.

HSU is committed to enriching its educational environment and its culture through the diversity of its staff, faculty, and administration. Persons with interest and experience in helping organizations set and achieve goals relative to diversity and inclusion are especially encouraged to apply.

It is the responsibility of the applicant to provide complete and accurate employment information. Incorrect or improperly completed applications will not be considered for vacancies. Any reference in this announcement to required periods of experience or education is full-time activity. Part-time experience or education--or activities only part of which are qualifying--will receive proportionate credit. In accordance with applicable Collective Bargaining Agreements, preference may be given to the campus applicants covered by these agreements. However, positions are open to all interested applicants, both on and off campus.

Class Code: 1578

Evidence of required degree(s), certification(s), or license(s) is required prior to the appointment date. A background check (including a criminal records check, employment verification, and education verification) must be completed satisfactorily before any candidate can be offered a position with the CSU. Certain positions may also require a credit check, motor vehicle report, and/or fingerprinting through Live Scan service. Adverse findings from a background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

Publication Date: April 15, 2019

Humboldt State University is committed to achieving the goals of equal opportunity and endeavors to employ faculty and staff of the highest quality reflecting the ethnic and cultural diversity of the state. Additional information about Humboldt State University can be found at www.humboldt.edu.

Humboldt State University is a Title IX/Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status.

Compliance with the California Child Abuse and Neglect Reporting Act (CANRA) and CSU Executive Order 1083 Revised July 21, 2017 (EO 1083) is a condition of employment. CSU employees in positions with duties that involve regular contact with children or positions which supervise such employees are designated as Mandated Reporters under CANRA and are required to comply with the requirements set forth in EO 1083. Upon appointment to this position, the successful candidate(s) will be notified of and required to acknowledge their CANRA reporting status.

Additionally, all CSU staff and faculty receive training annually on their obligations in responding to and reporting incidents of sexual harassment and sexual violence. You will be notified by email when you are required to take this mandated training.

Humboldt State University is part of the 23-campus California State University system. The University has a comprehensive arts and sciences curriculum, which is recognized nationally for its high academic quality. Founded in 1913, HSU is one of the premier, public institutions in the western United States; it is a rural and residential campus with an enrollment of approximately 8,000 students. The main campus is located in Arcata, California, in the northwestern part of the state along the coast, and situated among redwood trees in an area that offers unmatched scenic beauty, moderate climate and opportunities for outdoor activities. The surrounding Humboldt County locale has a population of 130,000. The community offers an excellent range of businesses, services and cultural activities/performances. The local schools are ranked in the top performance percentiles, both nationally and in the state.