

UR International Theatre Program

Job Description **MASTER CARPENTER**

The Master Carpenter, under the supervision of the Technical Director, is responsible for the construction, mounting, and rigging of scenery for International Theatre Program productions. The Master Carpenter supervises a crew of carpenters/student workers in the construction of scenery and scenic elements. They may also be responsible for the maintenance of the scene-shop equipment and supplies.

The Master Carpenter:

- Reports to, and works closely with, the Technical Director of the UR International Theatre Program, and through them to the Production Manager and Artistic Director of the Theatre Program.
- Works in conjunction with, and oversees students allocated to scenery lab.
- Must attend all introductory, preparatory, and follow-up meetings regarding scenery.
- Attend production meetings (optional/recommended).

The Master Carpenter:

1. Consults with the Technical Director to fully understand the rules, regulations, safety procedures, and protocols to follow during the build.
2. Assists the Technical Director in distribution of projects during the workday.
3. Verifies that all projects are built in accordance with the drawings, and proactively consults with the Technical Director in case of any questions or when a decision needs to be made regarding the building/rebuilding of a set piece.
4. Assists the Technical Director in managing shop space and tools.
5. Verifies, at the end of each workday, that tools and lumber are properly stored away; and that the shop AND theater are swept and clean.
6. Attends Tech Rehearsals, as needed.
7. Constructs special projects, as assigned.
8. Assists the Technical Director during load-ins and strike, as required

The Master Carpenter may receive credit for work performed by taking Technical or Advanced Technical Theatre (ENGL 170 or 270) or as an Internship/Independent Study (ENGL 391) or as Special Projects: Theatre (ENGL 360). By arrangement with the Artistic Director of the Theatre Program, the Master Carpenter may be eligible to take Plays in Performance (ENGL 292/3/4/5).