

The Francis Winspear Centre for Music (Winspear) is seeking an experienced individual for our **Head of Lighting** position.

Who we are:

As one of the premiere places for music in Canada, the Francis Winspear Centre for Music is committed to provide musical experiences rooted in creativity, nourished by imagination, and sustained by excellence.

We are committed to the importance of the live experience. We host music groups and individuals at every level of ability, anchored by our resident artists, the Edmonton Symphony Orchestra.

We are on Indigenous peoples' traditional lands, who are integral to our history. Equally, we embrace today's multicultural mosaic. Music is one of the expressive languages that transcends and unites people.

We are committed to providing a safe and welcoming space for our community to create, exhibit, and learn about music. We are committed to accessibility. The Centre is a platform for a broad and eclectic range of individual voices to be enjoyed on a communal level.

The Winspear Centre has been a cornerstone of Edmonton's Arts District for 25 years. We welcome 250,000 people annually to participate in musical performances and rehearsals, literary events, meetings, receptions, graduation ceremonies, and educational programs. We are currently working to complete the Winspear Project – a significant building expansion that is currently underway and will include a new 550-seat performance venue, dedicated teaching spaces, and flexible community areas and will help us achieve our goal of reaching 500,000 active participants by 2032. We aim to celebrate the opening of this exciting new addition to Edmonton's Arts District in 2025.

We operate up to 365 days of the year and outside what would be deemed regular business hours. Our employees and contractors have floating work schedules that frequently include work on evenings, weekends, and holidays depending on the person's role and the needs of our business.

We encourage you to visit our website to learn more: <https://www.winspearcentre.com/>

Who you are:

You love Edmonton, music, and community building. You enjoy working in a team, are quick to help colleagues, bring your best, and bring out the best in a team. You enjoy meeting new people and helping them make their community better by presenting events with meaning and excellence.

You're a problem solver and organized to handle multiple deadlines and detail-oriented projects.

You are creative and not afraid to try new things. You are aligned with these values and want us to succeed together.

What we can offer you:

- Upon probation completion, we offer a comprehensive health benefits package
- An organization that provides support, learning, and training opportunities.
- Immersion in a culture that wants to share our love of music with the community.

Job Summary:

The Head of Lighting reports to the Director of Operations. The role is responsible for lighting for all shows and concerts at the Winspear Centre, scheduling the department and roster crew hours, budgets, administrative duties, time sheets, client meetings, inventory and maintenance of equipment, training of roster crew, and running concerts and events.

This position adheres to the Collective Agreement between the Winspear Centre and the IATSE Local Union No. 210.

Key Responsibilities:

- Load in and out of clients, set up and tear down, and take care of all requirements within their designated jurisdiction, which is facilitated and supervised by their department
- Facilitate project lighting and or special effect requirements
- Control lighting department activity during concerts and events
- Maintain all dimmers, lighting instruments, and control boards
- Troubleshoot as much as possible and then source out gear to be repaired
- Operate console for events and have an artistic ability to suit all events
- Forecast and maintain the lighting budget
- Accurate input of all department hours to Sharepoint bi-weekly
- Project power distribution
- Maintain all electrical distro panels associated with production in the venue, power supply cables, all follow spots and booth area
- Tying in of show power and bus shore power when required; vast majority of tie-ins are cam lock as opposed to tails-into-panel; being a certified electrician is not required
- Facilitate necessary annual department equipment inspections and maintenance
- Manage department inventory and order replacement supplies, project-based supplies, and equipment as required
- Train, supervise, and schedule casual lighting staff, and review staff time sheets
- Liaise with client personnel on event days
- Keep project records
- Research and plan department capital improvements
- Work closely with the design team on the Winspear Project to decide which equipment to purchase and install and the full setup of the new space.
- Research industry developments and professional development opportunities
- Maintain a clean control area and storage area
- Other duties as reasonably requested by the Supervisor

QUALIFICATIONS

- Experience with lighting for productions and events in a multi-venue facility
- Supervisory experience
- Current fall arrest and First Aid certification
- Other certifications will be considered

COMPENTENCIES

- Relationship Building
- Problem solving and collaboration
- Resourcefulness
- Open-mindedness
- Artistic
- Optimistic

Please submit your cover letter and resume by email: hiring@winspearcentre.com. Please include “**Head of Lighting**” in the subject line. The job posting will close on February 19, 2024. The anticipated start date of the role will be June 1, 2024.

The Winspear Centre is an equal opportunity employer and encourages applications from all qualified individuals. Applicants who are either Canadian or permanent residents of Canada will be considered prior to international applicants. We thank you for your interest. Only those selected for an interview will be contacted.