

## **Light Board Operator**

As a member of the backstage crew for a production, you will be a crucial and integral part of the production team during tech and performance. This sheet is intended to help you understand the typical duties of the position – it is not intended to be comprehensive, and the Lighting Designer, Technical Director or Director of Production may have other specific assignments for you.

The Light Board Operator (Op for short) is responsible for assisting the Lighting Designer in the recording and adjustment of lighting cues, and for operating the light board on cue during technical rehearsals (“tech”) and performances.

Duties specific to the Light Board Op include:

- Arriving on time for each tech and performance call and signing in on arrival
- Programming and operating the light board under the supervision of the Lighting Designer, Assistant Lighting Designer, and/or Technical Director
- Completing a system startup sequence before each tech and performance as instructed by the Technical Director
- Following instructions from the Stage Manager to execute light cues during tech rehearsals and performances
- Working with the Lighting Technician to perform a system check before each performance and to fix any problems encountered
- Powering down equipment after techs and performances as directed by the TD
- During strike, sorting and packing rental equipment for return, coiling cables, striking instruments and other tasks as assigned by the TD

The Light Board Op will be equipped with a wired headset for communication; please review the “Headset Etiquette” sheet.

Upon arrival for tech or performance check in with the Sound Designer; except on announced breaks, do not leave the sound board without letting the Stage Manager and Sound Designer know. After tech rehearsals, do not leave the theatre before checking in with the SD and DoP. Performance calls are typically 90 minutes before curtain.

Dressing in dark clothing for performance calls is encouraged but not required.

The Light Board Op reports to the Technical Director and is registered under THTR UN2423 Practicum Lighting & Sound.

Each Production Practicum is a graded course. Students are evaluated at the end of the semester by the staff and faculty, who consider the student’s promptness, preparedness for work, execution, initiative, and follow-through. Lateness to any rehearsal or work call has the potential to impact the final grade.