FULL-TIME TECHNICAL DIRECTOR

Wagon Wheel Center for the Arts | Warsaw, Indiana

Salary: $50,000 annually + health insurance + temporary housing
Start Date: January 1, 2027
Position: Full-Time, Salaried
Benefits: Health insurance and temporary housing

Wagon Wheel Center for the Arts is seeking a skilled, collaborative, and hands-on Technical Director to join our year-round staff and lead the technical and scenic operations of Wagon Wheel Professional Theatre and our year-round programming.

With a 71-year history of producing professional theatre in Northern Indiana, Wagon Wheel Professional Theatre is known for ambitious, high-quality productions presented in our unique theatre-in-the-round. Our professional summer season and annual holiday production bring together talented artists and technicians from across the country, while Wagon Wheel Center for the Arts also produces year-round youth and community theatre, concerts, Symphony of the Lakes performances, educational programming, and special events.

THE POSITION

This is a hands-on, working Technical Director position. We are looking for someone who enjoys being in the shop, leading by example, and working alongside a production team—not simply supervising it.

The Technical Director oversees scenic construction and technical operations throughout the year and leads our seasonal scenic staff during the professional summer season. Our summer production team consists largely of college students and early-career theatre professionals, making teaching, mentoring, and leadership an important part of this position.

Primary responsibilities include:

- Lead and actively participate in scenic construction, rigging, installation, changeovers, and strikes.
- Supervise and work alongside the Assistant Technical Director, carpenters, scenic painters, and props staff.
- Develop build schedules, daily work lists, construction plans, and crew assignments within the theatre's master production calendar.
- Work with guest directors and designers during pre-production to evaluate designs, determine feasibility, and plan construction and installation.

- Read and interpret scenic design plans and technical drawings and translate them into practical construction, installation, and execution plans.
- Create and maintain technical drawings and production documentation using Vectorworks or comparable CAD software.
- Maintain and organize the scene shop, tools, scenic stock, rigging equipment, lifts, vehicles, storage areas, and production equipment.
- Coordinate and track rentals of Wagon Wheel scenery, props, furniture, equipment, and other production assets, including rental agreements, scheduling, inventory, pickups and returns, and documenting the condition of rented items.
- Track departmental and production expenses, complete and submit required expense reports, maintain accurate purchasing records, and monitor spending against approved production and departmental budgets.
- Oversee technical safety and ensure scenery and rigging are safely constructed and installed for performers and production staff.
- Recruit and interview seasonal technical staff for the professional summer season.
- Serve as Technical Director for the professional summer season, holiday production, Wagon Wheel JR, Community Theatre, and other assigned productions and events.
- Provide technical coverage for performances and events throughout the year. During the professional summer season, performance coverage is shared with the Assistant Technical Director.

QUALIFICATIONS

An MFA in Technical Direction, Technical Production, Scenic Design, or a related field is strongly preferred. Candidates currently completing an MFA program are encouraged to apply. Significant equivalent professional experience will also be considered.

Candidates should have:

- Professional summer stock experience at the Assistant Technical Director level or above strongly preferred, with demonstrated experience working within compressed build, installation, changeover, and strike schedules.
- Strong hands-on scenic construction skills; familiarity with additional fabrication methods is a plus.
- Ability to read and interpret scenic design plans and technical drawings and translate them into practical construction, installation, and execution plans.
- Strong understanding of theatrical rigging and safe rigging practices, with a willingness to continue learning and developing rigging skills.
- Proficiency with Vectorworks or comparable CAD/drafting software.
- Working knowledge of theatrical lighting systems and basic lighting design.
- Strong organizational, scheduling, budgeting, communication, and problem-solving skills.
- Experience leading, teaching, and mentoring college-age and early-career theatre technicians.
- Valid driver's license and ability to operate company vehicles, including a box truck.

This is a physically active position requiring regular participation in scenic construction, rigging, load-ins, changeovers, and strikes, as well as work from ladders, lifts, and elevated positions.

COMPENSATION & BENEFITS

Salary: $50,000 annually

Health Insurance: Employer-sponsored health insurance with premium costs shared equally between Wagon Wheel and the employee.

Temporary Housing: Temporary housing is available while the successful candidate secures permanent housing in the Warsaw area.

Additional Paid Design Opportunities: Opportunities for additional paid scenic and/or lighting design assignments may be available based on experience, skill set, and production needs, including Community Theatre and professional summer-season productions.

SCHEDULE & START DATE

The position follows the production rhythm of a year-round performing arts organization. The professional summer and holiday production periods require intensive daytime, evening, and weekend schedules. Much of the remainder of the year operates on a more traditional and flexible schedule based on productions, events, planning, maintenance, and organizational needs.

The position is available immediately, with flexibility for the successful candidate to begin as soon as reasonably possible or January 1, 2027.

TO APPLY

Please send a cover letter, résumé with references, and links to a portfolio or examples of technical drafting and production work, if available, to:

Scott Michaels, Artistic Director
scottmichaels@wagonwheeltheatre.com

Please include “Technical Director Application” in the subject line.

Applications will be reviewed as received and the position will remain open until filled.

Wagon Wheel Center for the Arts is an equal opportunity employer dedicated to building a diverse and equitable working environment. All qualified candidates are encouraged to apply.