

1. Title – Assistant Production Leader
2. Purpose of the Job – To operate needed technical equipment regarding all activities in the theatre building and in venues where the company is working.
3. Responsibilities & Competencies
  - a. Run the light and sound systems for activities in the theatre of the company.
  - b. Work with designers and project directors on design, construction, and making of sets, props, costumes, for activities in the theatre building of the company of any venue where the company works.
  - c. Prepare the theatre hall and other halls where the company will work.
  - d. Ensure that the music tapes, cd's, DVD's, and music library are maintained and in a good state.
  - e. Attend trainings and rehearsals as needed for all activities.
  - f. Lead trainings for technicians-assistants
  - g. Prepare all needs for all activities in cooperation with the Production Leader
  - h. Responsible for the collection of digital music, animation films, and other recordings produced by the company.
4. Qualifications
  - a. Technical diploma or equivalent in life experience (must provide proof) working in a cultural organization for youth.
  - b. Qualified electrician.
  - c. Excellent knowledge of the practices of a performing arts organization.
  - d. Knowledge of NGO practices.
  - e. Excellent knowledge of the grid of a theatre building.
  - f. Excellent knowledge of the technical work of the different lighting and sound systems.
  - g. Knowledge of video and sound montage.
  - h. Good handyman skills.
  - i. Good knowledge of relevant computer software.
  - j. Affiliation with the world of children, youth, and young adults
  - k. Knowledge and appreciation of the performing arts in Gaza, Palestine, and in general.