OVERVIEW

The Audio Supervisor is responsible for the planning and execution of all audio elements for all productions, residencies, concerts and special events (both on- and off-site as well as online) produced by Fisher Center Presents, UPSTREAMING, Live Arts Bard, Bard’s Theater & Performance and Dance Programs, and Bard SummerScape. Additionally, this position supports in-person performances at the Fisher Center featuring The Orchestra Now, Bard College Conservatory of Music, and rental/partnership programs.

Reporting directly to the Fisher Center’s Director of Production and working closely with the other members of the Fisher Center Production Department, the Audio Supervisor directs the Center’s audio facilities, professional and student labor force and resources to deliver an excellent standard of support that furthers the mission of the Center and Bard College.

This position’s term will be July 15 (pending candidate availability) through November 30, with a possibility of extension as available and necessary. The position requires up to 40 hours/week during non-production weeks. Up to 60 hours/week during production weeks.

This is a non-exempt (eligible for overtime) hourly position; rate commensurate with experience; starting rate is $30 an hour.

Local shared housing provided if needed. Access to a personal vehicle is necessary.

RESPONSIBILITIES

- Maintain a safe, healthy and inclusive workplace at all times.
- Oversee all audio aspects (including backline, recordings and production intercom) of show development, budgeting, prep, load-in, run and strike for all events in or produced by one of the Center’s programs including UPSTREAMING the Fisher Center’s Virtual Stage.
- Assist the Director of Production and Associate Production Managers to hire a team of professional and student crew members.
- Supervise and train the audio crew.
- Assist the Director of Production and Associate Production Managers to hire, supervise and train students crew members.
- Assist the Director of Production and Associate Production Managers in creating labor and material estimates and budgets.
- Work with the Video Supervisor to manage the Center’s audio/video shop.
- Maintain the Center’s Audio equipment and infrastructure, including studio and classroom systems, assistive listening, program monitoring and paging.
- Maintain accurate inventories of the Center’s audio equipment.
- Coordinate audio elements of props, scenery and costumes.
- Advance all audio needs of all incoming productions and projects; coordinate with outside designers and engineers.
Create audio paperwork as needed.
Maintain vendor relationships.
Execute bidding and purchasing for Audio equipment and services.
Coordinate and manage audio elements related to orchestra shell & riser changeovers, orchestra pit changeovers and seating setup changeovers.
Coordinate RF allocation.
Assist in the advancement of tours by resident Fisher Center artists, accompany and support tours and off-site productions as required.

QUALIFICATIONS

- Minimum 5 years experience as an Audio engineer in a multi-venue facility, producing venue or touring company (experience at an academic institution is a plus).
- Ability to interpret and generate production drawings.
- Strong knowledge of digital audio consoles, AutoCad, Vectorworks, the Google App suite, QLab, Shure Wireless Workbench, and Clear-Com Freespeak systems.
- Ability to manage and train student labor.
- Ability to cross-train all Fisher Center staff in basic audio operations.
- Strong knowledge of electrical safety practices and theatrical rigging systems.
- Budget creation and management experience.
- Strong multitasking abilities as well as the ability to work well and work flexibly under pressure in a team-driven environment.
- Exceptional communication skills and attention to detail.
- Ability to manage crew in multiple spaces or locations.
- Familiarity with multiple disciplines including but not limited to opera, dance, theater and all forms of music.
- Recording studio experience and experience with online live-streamed or recorded events a plus.

LOCATION

Bard’s beautiful 1,000-acre campus is situated on the east bank of the Hudson River, in Annandale-on-Hudson, New York. Community life is defined by numerous cultural and recreational opportunities in the surrounding historic Hudson River Valley and by proximity to New York City. Nearby towns and villages include Rhinebeck, Tivoli, and Red Hook, New York.

TO APPLY

Interested and qualified candidates should submit a cover letter—outlining interest in and qualifications for the position—with a current resume to fishercenter@bard.edu. Please note “Audio Supervisor” in the subject line of your email.

*Bard College is an equal opportunity employer and we welcome applications from those who contribute to our diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, mental, or physical disability, age, sexual orientation, gender identity, national origin, familial status, veteran status, or genetic information.*
Bard is committed to providing access, equal opportunity, and reasonable accommodation for all individuals in employment practices, services, programs, and activities.

ABOUT THE FISHER CENTER

The Fisher Center develops, produces, and presents performing arts across disciplines through new productions and context-rich programs that challenge and inspire. As a premier professional performing arts center and a hub for research and education, the Fisher Center supports artists, students, and audiences in the development and examination of artistic ideas, offering perspectives from the past and present, as well as visions of the future. The Fisher Center demonstrates Bard’s commitment to the performing arts as a cultural and educational necessity. Home is the Fisher Center for the Performing Arts, designed by Frank Gehry and located on the campus of Bard College in New York’s Hudson Valley. The Fisher Center offers outstanding programs to many communities, including the students and faculty of Bard College, and audiences in the Hudson Valley, New York City, across the country, and around the world. Building on a 159-year history as a competitive and innovative undergraduate institution, Bard is committed to enriching culture, public life, and democratic discourse by training tomorrow’s thought leaders.

ABOUT BARD COLLEGE

Founded in 1860, Bard College is a four-year residential college of the liberal arts and sciences located 9 miles north of New York City. With the addition of the Montgomery Place estate, Bard’s campus consists of nearly 1000 park-like acres in the Hudson River Valley. It offers bachelor of arts, bachelor of science, and bachelor of music degrees, with majors in nearly 40 academic programs; graduate degrees in 11 programs; nine early colleges; and numerous dual-degree programs nationally and internationally. Building on its 159-year history as a competitive and innovative undergraduate institution, Bard College has expanded its mission as a private institution acting in the public interest across the country and around the world to meet broader student needs and increase access to liberal education. The undergraduate program at our main campus in upstate New York has a reputation for scholarly excellence, a focus on the arts, and civic engagement. Bard is committed to enriching culture, public life, and democratic discourse by training tomorrow’s thought leaders. For more information about Bard College, visit bard.edu.