Light Board Operator

Pre-Technical Rehearsal Duties

Attend Company Meeting(s.) (see schedule for dates and times)
Attend Company Run Through. (see schedule for dates and times)
Attend Work-Call: Normally assist in hanging, circuiting, patching, focusing, & gelling of lighting
Familiarize yourself with equipment: (may be done during work-call/otherwise a day or more before tech begins)

Light Board
Channel level input and changing
Recording Cues
Changing Recorded Cues
Saving Show, Cues & Patch
Patch Bay

During Technical Rehearsals and Dress Rehearsals

Attend all Technical & Dress Rehearsals at assigned call times. (see tech schedule for dates and times)

*Bring:*
Writing material & implements
Small Flashlight (mini-maglight or similar)
Wear Blacks: (see tech schedule for date usually first or second dress rehearsal) black slacks or jeans and long sleeve shirt (turtleneck or tee)

Preparation of Cue Sheets and Checklists and updating the Show.
You may be given a preliminary Cue Sheet at start of first Tech or you may have to record all instructions given during rehearsal as they are given and create your own Cue Sheet.
Instructions will be provided by: Lighting Designer, Stage Manager, Technical Director, and Master Electrician.
Provide instruction to: Followspot Operator(s).
Make updates to the Show, Cues & Patch immediately prior to, during, and immediately following Tech & Dress Rehearsals.
Be prepared to assist Lighting Designer in changing the Show, Cues & Patch between Tech & Dress Rehearsals.
Update the current Cue Sheet promptly and carefully.
You may be given a preliminary Preshow Light Checklist at the start of Tech or you may have to create one with the help of the: Lighting Designer, Stage Manager, Technical Director, Master Electrician and/or Followspot Operator(s).
Be prepared to provide Copies of the current Cue Sheet and Preshow Light Checklist to the Stage Manager at final dress or earlier.
**Duties will likely include:**

Powering Up all lighting equipment.
Participating in Light & Equipment Check
Relamping, Refocusing, Regelling, Rehanging, Recircuiting Instruments
Running Light board.
Repatching Patch Bay.
Performing other tasks as assigned
Saving Show, Cues & Patch after each recording/editing session.
Turn on House & Work Lights from Booth after Rehearsal and Cuing is complete
Power down the Light Board and any necessary peripheral equipment after Rehearsal and Cuing is complete

**During Productions**

Attend all Performances at assigned call times. (see tech schedule for dates and times)

*Bring:*
Fair copy of all updated Cue Sheets (these should remain in booth after dress rehearsals begin)
Small Flashlight
Wear Blacks

Turn on Light Board and any necessary peripheral equipment.
Take control of House & Work Lights from Booth.
Run or participate in Light & Equipment Check
Report completing of Light & Equipment Check to & provide Stage Manager with the Light Check Report immediately following completion.
Perform all duties as assigned and as recorded
Take Cues from the Stage Manager during run of show
Turn on House & Work Lights from Booth once the audience has left the Auditorium
Power down the Light Board and any necessary peripheral equipment once the audience has left the Auditorium

**Strike**

Attend Strike (see tech schedule for dates and times)
Normally assist in striking lighting equipment
Turn fair copies of Cue Sheets in to Stage Manager