

EVERGREEN PRODUCTIONS, INC.

Job Description for LIGHT DESIGNER

The lighting designer works collaboratively with the director and other designers, especially set designer, to help achieve a quality production while adhering to the budget. He brings his expertise as to light requirements, color and design style to bear in the design and use of lights for the production.

Prior to first production meeting:

- Read the script
- Stay in budget
- Know limitations of space (accurate configuration of the Webb or Walter)
- Develops ideas
- Work with director regarding overall look of show

Rehearsal period:

- Attend all production meetings
- Based on needs – develop a lighting plot including effects (gels, gobos, etc.)
- Attend at least one rehearsal prior to move in to verify use of light as discussed in meetings
- Get lighting cues from director
- Develop cue sheet with lighting info linked to script
- Keep list of any thank you's and volunteers and provide to person doing the program by designated date set at pre-production meeting..

Load-in and Tech:

- Hangs lights before first tech rehearsal
- Focuses and sets levels at first tech rehearsal
- Programs light board
- Be present for all tech rehearsals, create punch list of all issues during rehearsals
- Teach/review run lights with run crew at tech rehearsals
- Work with Production Coordinator to finish all tech week issues

Performances:

- Repair and replace lights/gels as needed during run, information to be given by Stage Manager
- Turn in bills by strike

Strike:

- The lighting designer should check with St. Norbert to see if there are any special instructions concerning strike
- He/she should remove and store all gels/gobos from lights.

Attend Post-production meeting:

- Provide observations of what worked and what could be improved.
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