



**ENDLESS  
POSSIBILITIES**  
on every  
stage.

JOB POSTING

# Apprentice Sound Designer

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We're looking for an Apprentice Sound Designer and we're hoping that person is you! Now it is an exciting time to join our growing company!

## About Us

The Arts Club Theatre Company is Canada's largest year-round not-for-profit theatre company. The Arts Club offers the best in professional theatre and has staged over 650 productions. We are grateful to have our offices, rehearsal halls, workshops, and theatres on the unceded, ancestral and traditional shared lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.

We are British Columbia's largest non-profit cultural employer- hiring more than 500 artists, staff, and crew to stage up to 20 shows annually. We educate and cultivate students and theatre lovers of all ages—over 2,500 people engage in our education and professional development programs annually. We support artists and other arts organizations through professional engagement activities, believing firmly that an investment in the industry benefits all. We are a major economic driver in the areas surrounding our venues—our theatres attract a quarter million theatre patrons to dine and shop in the South Granville, Olympic Village, and Granville Island neighbourhoods.

## Who Are We?

We are scrappy, ingenious trailblazers who create powerful, intimate artistic experiences that make you feel fully alive.

## What Is Our Purpose?

To make our community come alive.

## What Is Our Vision?

A world where vibrant communities are shaped by stories that inspire connection and vitality in us all.

## Our Values

- ❖ **Determination:** We have the drive to continue to move forward, with a respectful nod to our tenacious past and a fearless embrace of our future. It is through this forward momentum that we ensure we are the artistic leaders of our community.
- ❖ **Curiosity:** We have a strong desire to know more; about ourselves, our art, and our patrons. This spirit is reflected in our willingness to make room for diversity of thought. This exploration of different viewpoints and ideas is reflected in our engagement with each other, with our art, our peers, and our community.
- ❖ **Creativity:** We use our imaginations to explore our artistic practice and champion innovation in all the work that we do. We believe in the depth of our local talent and use our resources to showcase it.
- ❖ **Comradery:** We interact with each other with good-fellowship and levity. Our spirit of generosity and warmth is seen in our empathy towards each other, our artists, our patrons, and our community. This allows us to embrace differences and makes us stronger.
- ❖ **Safety:** The health and well-being of each other and our community informs our work and creates a safe, inviting, and inclusive space for all who enter and interact with us. We commit to constantly review our practices to ensure they are anti-racist and non-discriminatory. We are fiercely dedicated to being an organization that continually respects, champions, and uplifts underrepresented voices in all jobs.

We also strive to provide a safer work environment, both physically and mentally, and we have made ongoing commitments to inclusion, anti-racism and anti-oppression. We want the stories we work together to tell to have nuanced and varied perspectives.

## JOB SUMMARY

The Apprentice Sound Designer is a full-time 4-week position primarily for early-career arts workers from equity deserving groups. We are seeking someone passionate about helping update and execute the sound design for our upcoming remount of *Elf*. They will work with dozens of creative colleagues, artisans and designers, each who works hard towards our goal of creating great art. Bringing this production to a new venue requires creative problem-solving and spatial imagination. They will be working directly with the Sound Designer to update and execute the sound design for *Elf*.

This internship is fully funded by a specialized grant from Canada's National Arts Centre, aimed at advancing equity and inclusion in the Arts.

## DUTIES AND RESPONSIBILITIES

- Assist the Sound Designer in managing the set up, levels, tech period, and preview week of *Elf* at the BMO Theatre Centre.
- Assist with troubleshooting any sound challenges in the space.
- Attend *Elf* production meetings.

- Creating/Updating Speaker Plots.
- Assist with rehearsal needs.
- Assist in constructing or revising QLab files.
- Assist with updating paperwork.
- Assist with sound operation as needed during tech period and preview.
- Work closely with the Sound Designer, Director, SM, and TD to execute a great show!

## SKILLS AND QUALIFICATIONS

- Practical experience with QLab (file creation and operation) and creating Speaker Plots.
- Experience and familiarity with live Sound technology, including but not limited to:
  - Dante system.
  - Mic'ing actors.
  - Setting up speakers.
  - Operating a sound console (experience with Yamaha QL1 console is an asset).
- A knack for troubleshooting and solving technical problems in live sound production.
- A sensitive and thoughtful approach to technical challenges; the ability to remain calm, positive and focused in a sometimes high-pressure and deadline-based environment.
- A valid B.C. Drivers License is an asset.

## CONDITIONS AND REMUNERATION

- Hours will be based on a full-time average commitment. Work will extend into evenings and weekends, especially through tech periods.
- As this position is set to support our pre-production of *Elf*, the successful applicant will need to be exclusively available from October 21, 2026 – November 18, 2026.
- The BMO Theatre Centre is located in Olympic Village.
- Compensation will be a flat rate of \$4000. (Based off an estimated 160 Hours).

### How to apply?

The Arts Club is fiercely dedicated to being an organization that continually respects, champions, and uplifts underrepresented voices in all jobs; and we strongly welcome and encourage those who self-identify as coming from underrepresented communities to submit.

If this role sounds exciting and you'd like to learn more, please send your resume and cover letter to [humanresources@artsclub.com](mailto:humanresources@artsclub.com) with the subject: Apprentice Sound Designer – Arts Club Theatre Company -Your Name.

Access and inclusion are deeply important to us. For those who have barriers to access to any part of our process as laid out, please don't hesitate to reach out to us and we will happily work with you to create a process that is accessible to you.

To enhance accessibility, you are also welcome to submit your application in one of the following formats: Word Document, PDF Document, Audio File, Video File, request a face-to-face Zoom application process, or suggest a format that is more accessible to you.

**Application Deadline: July 19, 2026**

We thank all who express interest in this position; however, only those selected for an interview will be contacted. The Arts Club Theatre Company is an Equal Opportunity Employer and hiring decisions are based solely on the merits of the candidates and needs of the "Society".