

Position Title:	Director of Production & Lighting
Reports To:	Executive Director and Artistic Director
Location:	Fort Worth and Dallas, Texas
Travel:	Travel across DFW, in attendance of events and performances

Organization Overview

The mission of Texas Ballet Theater (TBT) is to create, present and tour world-class ballet, from classical to cutting-edge, and promote its appreciation, accessibility, and technical mastery among students, pre-professionals, and audiences of all ages. We are honored to be the only arts organization to serve as resident company for both leading performance venues in Dallas and Fort Worth – the Winspear Opera House and Bass Performance Hall. Our internationally recognized Company is built on a rich 60-year history and boasts a repertoire that is creative, artistically expressive, and collaborative.

Texas Ballet Theater is an equal opportunity employer. We are committed to creating an inclusive, welcoming, and respectful environment for all employees.

What We Have to Offer You

- Benefit package which includes health insurance, time off benefits, and a 403B plan (including a match within allowable limits).
- A respected and successful company.
- Being a part of the arts while investing in the Fort Worth and Dallas Communities.
- A leadership team dedicated to the arts, our community and to achieving the organizational mission.

Position Description

- Director of Production and Lighting is responsible for overseeing the technical and artistic operations, providing strategic and operational leadership across all production functions: technical and lighting design, stage management operations, touring logistics; ensuring the highest level of artistic and technical excellence to support Texas Ballet Theater's artistic mission and values.
- This position reports to the Executive Director and Artistic Director and, as a key strategic leader for the organization, ensuring all production efforts support organizational vision and strengthen TBT's brand and reputation.

- Working closely with the Artistic Director, the Director of Production serves as the bridge between artistic vision and practical execution. The ideal candidate will have extensive experience in ballet and dance production, lighting design, and technical knowledge, with the ability to manage people, budgets, and complex projects with collaboration, creativity, and efficiency.

Key Responsibilities

Department Leadership & Strategy

- Lead and oversee all production and artistic operations, providing supervision and mentorship to production, lighting, and artistic operations personnel.
- Partner with executive and artistic leadership to align production goals with organizational priorities.
- Develop and manage annual production budgets; ensure fiscal accountability and cost-effective planning.
- Evaluate and strengthen departmental systems and workflows to improve efficiency and collaboration.
- Represent the Production Department in strategic planning, operational meetings, and board or committee discussions as needed.
- Lead Collective Bargaining Agreement negotiations on behalf of the organization.

Production Oversight

- Oversee planning/execution of all performances, rehearsals, and special events across multiple venues.
- Manage administrative, technical, and logistical coordination, including stage operations, scenery, lighting, A/V, and administration of Production Staff and Crew payroll.
- Collaborate with production stage manager, technical director, and venue partners to ensure smooth operations and adherence to safety and union regulations.
- Supervise structure and implementation of production schedules, contracts, and timelines to meet artistic standards and budget goals.
- Oversee maintenance, storage, and rental of production assets (sets, costumes, props, and equipment).

Artistic Operations

- Support the Artistic Staff, Company Manager and Production Stage Managers in scheduling, calendar management, and rehearsal coordination.
- Coordinate and manage Lighting Design needs, including, but not limited to lighting equipment list, plot, color, hookup and instrument schedule with designers, contract crew, and equipment rental vendors for new and recreated Lighting Designs as needed.
- Represent original Designer when recreating existing lighting designs. New lighting design work will be considered separate from the role of Director of Production and Lighting.
- Oversee relationships with dancers, stage crew, musicians, orchestras, and conductors; ensure compliance with AGMA, AFM, and IATSE agreements.

- Collaborate with Company Manager and Production Stage Manager to create and manage Production and Artistic budgets, rights, royalties, and licenses for choreography, music, and designs.

Required Skills and Knowledge

- Minimum of 10 years of progressive leadership experience in production, lighting design, and artistic operations within professional ballet or dance organizations.
- Proven success managing multi-venue productions, budgets, and technical teams.
- Strong working knowledge of union agreements (IATSE, AGMA, AFM) and performing arts production processes.
- Exceptional organizational, communication, and problem-solving skills.
- Experience collaborating with choreographers, designers, and musicians to achieve artistic excellence.
- Proficiency in Microsoft Office, project management software, and technical drafting tools (Vectorworks or similar).
- Touring experience preferred.
- Commitment to TBT's core values: Kindness, Passion, Respect, Collaboration, and Excellence.