



2027 Oklahoma Summer Arts Institute Lighting Designer Job Description

Contract Dates: June 9-27, 2027

Location: [Quartz Mountain State Park & Lodge \(QM\), Lone Wolf, OK](#)

Job Type & Compensation: The Lighting Designer (LD) is engaged by the Oklahoma Arts Institute as an independent contractor for a fee of \$3,500. The contractor is responsible for any applicable taxes.

Housing Accommodations: While at QM, the LD will be provided meals and on-campus lodging at no cost.

Travel Expenses: The Oklahoma Arts Institute will cover reasonable round-trip travel expenses to and from QM in accordance with OAI travel policies.

About the Oklahoma Summer Arts Institute: The [Oklahoma Summer Arts Institute](#) (OSAI) is an immersive two-week residential academy that provides professional training to artistically advanced Oklahoma high school students in the literary, performing, and visual arts. We offer training in the disciplines of acting, chorus, creative writing, dance, drawing & painting, film & video, orchestra, and photography. Held at the beautiful Quartz Mountain State Park & Lodge in southwestern Oklahoma, students are selected through a competitive statewide audition process. Every selected student automatically receives a full scholarship to attend.

Primary Performance Venue: The [Robert M. Kerr Performing Arts Center](#) (PAC) at QM is a 25,200-square-foot, 700-seat facility, acoustically designed to carry un-amplified sound throughout the auditorium. Stage dimensions are 125' x 45' (5,625 square feet). Most OSAI performances and presentations are held in the PAC.

Statement of Non-Discrimination: Diversity is one of the strengths of our organization and its programs. OAI is committed to maintaining employment, recruitment, hiring, and educational settings that are culturally, racially, and ethnically non-discriminatory and all-inclusive. Respecting differences is one of OAI's core values. OAI does not discriminate or permit discrimination against any person employed by, applying for, attending or associated with OAI's programs, based on the person's race, color, age, religion, political beliefs, national origin, disability, familial status, sex, sexual orientation, gender identity, or gender expression.

Role Overview & Core Responsibilities: The LD is responsible for planning, executing, and overseeing lighting for performances, presentations, lectures, and other events during OSAI 2027. Working closely with the Technical Director, technical theatre team, faculty, and other production personnel, the LD ensures that lighting needs are met safely

and effectively. The LD also oversees the setup, operation, maintenance, and strike of lighting equipment in the production spaces.

1. Lighting Design & Production

- Plan and carry out all aspects of lighting for OSAI 2027 performances, presentations, lectures, demonstrations, and other events.
- Determine lighting requirements for each production in consultation with faculty, the Technical Director, and other appropriate personnel.
- Create, program, focus, operate, and adjust lighting as needed for performances and events.
- Identify and coordinate necessary lighting equipment, accessories, lamps, and other production needs.
- Monitor lighting systems throughout rehearsals and performances and troubleshoot technical issues as they arise.
- Move, position, and operate lifts and other production equipment as needed to support lighting hangs, focus, rehearsals, performances, and venue changeovers.
- Assess and provide appropriate lighting for nighttime, outdoor events and activities, with attention to both visibility and safety.
- Plan and provide lighting for the final camp dance in the ballroom, coordinating equipment and setup needs in advance.

2. Setup, Maintenance & Strike

- Participate in the physical setup and strike of lighting equipment in OSAI 2027 performance and presentation spaces.
- Maintain lighting equipment throughout OSAI 2027 and assist with the safekeeping and proper care of OAI tools and equipment.
- Work collaboratively with the technical theatre team on venue setup, changeovers, and strike as needed.
- Assist in checking stage and production spaces each evening to ensure they have been properly and safely closed. Keep lighting work areas and equipment safe and orderly during the engagement.

3. Collaboration & Communication

- Coordinate with the Technical Director on production decisions and communicate promptly about issues affecting agreed rehearsals and events. Participate in production meetings and rehearsals necessary to plan and deliver the agreed lighting services, with dates coordinated in advance where possible.
- Work with the audio/video recording engineer to coordinate camera angles, camera positions, and lighting needs for the recording and archival documentation of performances.

- Communicate professionally, tactfully, and respectfully with faculty, staff, students, guest artists, and fellow production personnel.

Schedule & Working Conditions: OSAI is an intensive residential program. Lighting work will be scheduled around rehearsals, performances, and access to production spaces, and may take place during evenings or weekends. Some lighting hangs or focus work may need to occur overnight to avoid interfering with scheduled activities in the performance spaces. LD will coordinate the timing of this work with the Technical Director, including appropriate rest before subsequent lighting work.

Minimum Qualifications:

- Valid driver's license
- Successful completion of an OAI-required criminal background check
- Ability to work effectively with artists, educators, students, and production personnel with varying levels of technical experience
- Demonstrated professional or advanced technical experience in theatrical lighting design and production
- Experience programming and operating theatrical lighting systems and working with lighting equipment
- Ability to assess production needs, troubleshoot technical problems, and work independently in a fast-moving production environment
- Ability to perform the physical requirements of theatrical production work, including lifting and carrying equipment weighing up to 30 pounds

Core Competencies:

- Highly collaborative, communicative, reliable, and responsive
- Willingness to take initiative and follow tasks through to completion
- Excellent planning, organization, and attention to detail
- Calm and effective troubleshooting under production deadlines
- Safety-conscious approach to theatrical production
- Flexibility and adaptability in a fast-moving residential arts environment
- Ability to balance artistic goals with practical production constraints

**To apply, send résumé and list of references by email to Emily Claudé,
Vice President & Artistic Director: eclaude@oaiquartz.org**