

**Role:** Theatre Technician P/T 25 hrs. Fixed term 6 month with review after 5 months.

**Reports To:** Technical Manager & Deputy Technical Manager

**Responsible For:** Casual Technicians

**Salary:** £22,000 - 24,000 pa, pro rata (£13,750 - £15,000 based on 25 hrs p/w). Dependent on experience.

**Hours:** Approximately 25 p/w equating to 100 hours over 4 weeks, in line with the business and production needs. Generally hours will be worked over 3/4 x shifts per week over 7 days. However, flexibility is essential. Working hours will include evenings, weekends and Bank Holidays.

### **Role Purpose:**

The Electric Theatre are looking for an experienced and multi-skilled Theatre Technician to provide a professional technical service. To support the technical team in all aspects of the technical and buildings functions.

### **Main Responsibilities:**

- As Duty Technician to supervise the presentation and technical management of events at the Theatre, ensuring that all visiting companies are provided with an effective and professional service.
- To work directly on the events, operating technical equipment, assisting in fit ups and get outs, delivering an effective and professional service.
- To rig/operate light, sound, AV, projection and stage equipment for productions and performances as required.
- To ensure the Theatre and visiting companies are compliant with all relevant health and safety legislation which governs the activities taking place.
- To provide support and advice to visiting companies on health and safety matters raising any concerns with the relevant manager.
- To liaise with hirers, visiting companies and users prior to events to ensure the delivery of all users needs.
- To assist in training of volunteers, visiting companies, students and users to carry out their roles in a safe and controlled manner.
- To support the maintenance, service and minor repairs to all equipment owned and advise the Technical Manager as soon as practically possible of any faults or failures.
- Support with the ongoing maintenance of equipment and building during scheduled periods and where possible during shifts, as instructed by technical management.
- To undertake PAT testing of equipment throughout the venue.
- To undertake housekeeping duties within the front of house and backstage areas to a high standard and to ensure they remain safe, clean and tidy.
- Working with the Technical and Deputy Technical Manager to recruit and train casual technicians in support of the business operation.
- To facilitate technical running of Academy of Contemporary Music (ACM) events including sound and lighting for performances, showcases, assessments and open days.
- Where necessary to support core Technical functions of ACM in support of education.
- To act as a fire marshall (training to be given if necessary).
- To act as a first aider (training to be given if necessary).
- To act as keyholder for the building.

PERSON SPECIFICATION	E	D
An undergraduate qualification in a related technical subject.		X
Demonstrable recent experience working in a similar post.	X	
Experience of supervising others.	X	
Knowledge of theatre technical equipment, staging and stagecraft.	X	
Experience of rigging and operating sound systems both analogue and digital, such as soundcraft and Midas digital desks.	X	
Experience of programming lighting controls and intelligent lighting including EOS family consoles (Ion).	X	
Experience of rigging lighting including ladder / elevated platform training.		X
Electrical qualification including Portable Appliance Testing.		X
Good knowledge of health and safety legislation and practices.	X	
Experience of working with amateur and community groups.		X
Basic working knowledge of building maintenance and plant operation.		X

**Personal Specification:**

- High standards of customer service and presentation
- Excellent communication and interpersonal skills
- Able to be flexible in working hours
- Able to communicate effectively
- Flexible and proactive approach
- Collaborative team player
- An ability to remain calm under pressure and to problem solve
- Ability to work to tight deadlines

This job purpose reflects the core activities of the post. As the Department and the post-holder develop, there will inevitably be some changes to the duties for which the post is responsible, and possibly to the emphasis of the post itself. ACM expects that the post-holder will recognise this and will adopt a flexible approach to work. This could include undertaking relevant training where necessary. Should significant changes to the job purpose become necessary, the post-holder will be consulted and the changes reflected in a revised job purpose.

**Application:**

Please fill in an ACM application form which can be found on website [www.acm.ac.uk/jobs-acm](http://www.acm.ac.uk/jobs-acm) or send your CV to [darren.carrig@electric.theatre](mailto:darren.carrig@electric.theatre)

If you have any questions please call Darren Carrig, Group Head of Facilities on 01483 500806

**Closing date for applications:** December 14/12

**Interviews:** TBC