

ROYAL EXCHANGE THEATRE



JOB DESCRIPTION

JOB TITLE: Lighting Technician

Responsible to: Head of Lighting

Responsible for: Assisting the team in the preparation and delivery of lighting across the theatre's programme

JOB CONTEXT

The Royal Exchange Theatre (RET), located in the heart of Manchester, is an award winning producing theatre, and was recently voted Regional Theatre of the Year 2016 (Stage Awards). We create world-class theatre, bringing together talented artists, writers and communities, producing brave new plays, ambitious revivals and distinctive arts events and projects.

The company has its main building premises in St Ann's Square as well additional sites in Swan Street, Manchester and Seagull House, Salford. It also produces work that takes place in local communities and tours/transfers nationally and internationally.

The theatre has a long history of being innovative and imaginative in the way that lighting and the associated technologies are used in our work. The installation in the module allows great flexibility and promotes the most creative use of lighting in our productions. We work with a wide range of visiting artists to create our programme with collaboration at its heart.

JOB SUMMARY

To assist the lighting team in the preparation, delivery and supervision of all lighting and associated technologies for the programme of work by the Royal Exchange which includes our own theatre productions, visiting work, events, hires and engagement activities.

THE LIGHTING TEAM

Head of Technical is the overall manager for the Lighting, Sound and Stage teams.

Head of Lighting is responsible for the coordination of projects, scheduling work as well as developing and leading the team.

Senior Lighting Technicians there are two posts. As experienced roles they deputise for the Head of Sound and take responsibility for the supervision of particular projects.

Lighting Technician assists in all technical aspects in a busy department which is responsible for the preparation and smooth running of all lighting for Royal Exchange Theatre Company productions, visiting companies and other events.

Multi-skilled Technician is based in the lighting department but is able to cover small scale sound, lighting and stage events, such as studio visiting productions and duty tech work

Freelance and Casual Technicians supplement the team as required.

MAIN DUTIES AND RESPONSIBILITIES

- To be a lighting board programmer in our theatres and beyond. Knowledge of the ETC EOS family of lighting desks is an advantage
- The rigging, focusing and operation of all necessary equipment for our programme of work
- To prepare practical light fittings and effects as may be required for productions and other projects
- To take an active role in a team focused on the integration and exploration of innovative lighting and associated technologies for our programme of work.
- To learn and contribute to an environment of knowledge sharing and collaboration.
- To investigate appropriate solutions to the demands of a production or project
- To work effectively with a diverse range of Lighting Designers and Visiting Artists, finding innovative ways to realise their creative ambitions
- To help supervise projects and any casual team members ensuring that appropriate practices and guidelines are followed.
- To ensure the safe use and storage of pyrotechnics and other associated effects and technologies.
- To maintain equipment managed by the lighting team.
- To help ensure the team has sufficient lighting equipment and stock for smooth operational running.
- To attend production meetings as required
- To ensure a safe and tidy environment in all working areas within the department and the building.
- To explore new technologies and techniques in the industry and look to develop and share skills with colleagues.
- To work well with a wide range of freelance and casual technicians with all levels of experience.
- To undertake any other duties as may be reasonably required by the Head of Lighting, Head of Technical and Head of Production.

DUTIES AND RESPONSIBILITIES OF ALL STAFF MEMBERS

- To be aware of the work of other departments in the achievement of the Royal Exchange Theatre's aims and to take an active part in communicating and co-operating with other staff and departments
- To work in accordance with the Equality and Diversity policy of the Royal Exchange Theatre and to participate in the achievement of the theatre's Diversity action plan
- To be aware of, and comply with, rules and legislation pertaining to Health and Safety at work and to abide by the procedures as set out in the Health and Safety policy
- To take part in the company's work around Sustainability and reduce environmental impact

- To take an active role in team, company and other meetings.
- To take part in development and training activities
- To be aware of and comply with, rules and legislation pertaining to Safeguarding and to abide by the procedures as set out in the Safeguarding policy
- To abide by other guidelines, procedures and policies provided by the Company
- To take part in such working groups and committees as might from time to time be required for the fulfilment of departmental or company aims

Note

This job description will be reviewed on an annual basis and updated as appropriate.

PERSON SPECIFICATION

ESSENTIAL	DESIRABLE
Experience in programming and troubleshooting lighting control equipment	Knowledge of the ETC EOS family of lighting desks
Experience rigging lighting equipment	An understanding of the needs of supporting the entire programme of a busy theatre or events venue
A sympathetic approach to creative concepts and an ability to realise them in practical terms	Experience using Vectorworks or AutoCAD
A 'can do' attitude with a positive approach to problem solving	Experience in other theatre disciplines
The ability to work under pressure alone and as part of a team	First aid qualification
Ability and willingness to work flexible hours, as required by the post, including evenings, overnight and weekends	Manual handling qualification
Good communication skills	Working at Heights qualification
Strong desire to work in and contribute to a creative working environment	
Computer literate	
Strong commitment to the principles and practice of Equal Opportunities	