

ROYAL EXCHANGE THEATRE



JOB DESCRIPTION

JOB TITLE: Casual Technical Crew

Responsible to: Departmental team leaders

Responsible for: n/a

JOB CONTEXT

Head of Technical is the overall manager for the Lighting, Sound and Stage teams. The Sound, Lighting and Stage and Automation teams each consist of a team leader who manages a team of technicians. Casual technicians and crew supplement the teams as required.

JOB OVERVIEW

To work across the technical department at the Royal Exchange Theatre (sound, lighting and stage) with particular emphasis on supporting our studio programme and one-off events.

Our casual technicians help out in a variety of situations depending on their skills and abilities. This may include general labouring and assisting with overnight turnarounds between shows in our theatre, unloading trucks and moving set. For those with the relevant skills it might involve programming our lighting control, equalising microphones or operating our automation system.

We would be particularly interested to receive applications from those with previous experience with automation, lighting or sound equipment.

MAIN DUTIES AND RESPONSIBILITIES

- To assist with fit-ups and get-outs across our spaces
- Setting up and rigging sound, lighting and stage equipment across our spaces
- Operating lighting, sound or automation equipment in our theatres
- Ensuring good housekeeping and storage of equipment
- To work well with a wide range of freelancers and casual technicians with all levels of experience
- To undertake any other duties as may be reasonably required.

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 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 skills, experience and knowledge

- Ability and willingness to work flexible hours, as required by the post, including evenings, overnight and weekends
- A good level of physical fitness
- Able to move and set up stage equipment, decking, rostra, and seating
- Desire to work in a creative working environment
- Good communication skills

Desirable skills, experience and knowledge

- Rigging and setting up lighting equipment
- Operating and programming skills on ETC lighting consoles and related equipment
- Rigging and setting up of sound equipment
- Operating sound consoles and related equipment
- Set-up and operation of video and projection equipment
- Rigging techniques and practices
- Theatre automation systems
- Knots and ropework
- Experience with hand tools
- Full clean driving license

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