

Job Outline

Job Title:

Technician

Basis:

Part Time – 22.5 hours, Annualised

Salary:

Grade 8

Status:

Fixed Term – 12 months

Base:

The Met

Accountable to:

Technical Production Manager

Accountable for:

N/A

Your Role:

To be responsible for delivering high quality technical operations for performances and events, including lighting, sound, AV, SFX, set & scenery.

Supervising Casual Technical Assistants to ensure effective technical support is provided at all times.

In this role, you will:

- Ensure that events are mounted safely and to the highest technical standards including: operating and maintaining technical equipment, assisting with get-in, fit-up and running of events, liaising with users beforehand to establish their requirements.
- Supervise technical operations of a performance or events in the absence of the Senior or Lead Technicians including: supervising and providing direction to casual technicians, liaising with the touring theatre company / hirer / client and to ensure that their expectations are met or exceeded wherever possible.
- Ensure that all Health & Safety requirements relating to the presentation of events and the running of the venue are adhered to.
- Carry out checks and inspections in relation technical equipment and other venue related checks.
- Act as keyholder with responsibility for opening and closing the venue, adhering to set procedures and in line with business needs.
- Carry out regular preventative and reactive maintenance in accordance with maintenance schedules.

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General Duties and Responsibilities:

- Be responsible for your own safety and that of other staff and any member of the public who may be affected by your acts and omissions at work.
- Participate in any training and development activities to maintain own development or to enhance competence within job role.
- Uphold and integrate our purpose and value in all that you do.
- Ensure that activities are completed in accordance with Awen's commitment to equalities and diversity and in line with best practice and legislation.
- This is not a complete statement of all duties and responsibilities comprising this post, which may have to be varied to meet the changing needs of the business.

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Person Specification



The Person (ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Ability to work on own initiative as well as a key member of a team. (E)
- Flexible and proactive approach and attitude (E)
- Approachable, calm and fair approach and attitude (E)
- Ability to work under pressure and deliver outcomes to tight deadlines (E)
- A commitment to providing excellent customer service (E)
- Interest and enthusiasm in theatres and arts (E)
- Solutions focused and able to concentrate on achieving priorities
- Forward thinking and able to contribute to the development of Awen

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Qualifications, Skills, Abilities and Experience:

(ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Good standard of education, equivalent to NVQ/OCF 2, or the ability to demonstrate competence through experience (E)
- Relevant theatre/live technology related qualification or ability to evidence competence through experience (E)
- Able to organise work to meet deadlines (E)
- Good time management and ability to follow instructions (E)
- Good administration skills with a methodical approach and attention to detail (E)
- Ability to lift, move and carry loads/stock and other equipment/items as necessary (E)
- A full driving licence and access to your own vehicle for work purposes (E)
- Knowledge and understanding of health and safety regulations for theatres and live events (E)
- Experience of working as part of a team (E)
- Experience of working in theatres/live event environments having used at least one aspect of live event technology including, lighting, sound, AV and stage management (E)
- Experience of using a variety of ICT packages including Microsoft packages, QLab, GrandMA, Allen & Heath, Autocad.
- Solutions focused and able to concentrate on achieving priorities
- Ability to speak Welsh

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